

TOWN OF HAMPDEN, MAINE

ZONING ORDINANCE

Adopted by Referendum

March 13, 1979

As Amended

Effective Date: May 4, 2021

Town Clerk
Affix Seal

Table of Contents

<i>Article</i>	<i>Sec</i>	<i>SubSec</i>	<i>What it is (title or content)</i>	<i>Page</i>
Article 1			General Administration	
	1.1		Title and Purpose	1-1
	1.2		Basic Requirement	1-1
	1.3		Severability	1-1
	1.4		Conflict with Other Ordinances	1-1
	1.5		Amendment	1-1
Article 2			Establishment of Zones	
	2.1		Zoning Districts	2-1
	2.2		Purpose of Districts	2-1
	2.3		Location of Districts	2-2
	2.4		Uncertainty of Boundary Location	2-2
	2.5		Parcels in More Than One District	2-3
Article 3			District Regulations	
	3.1		Use Designations	3-1
	3.2		Specific Use Standards	3-1
	3.3		Temporary Uses	3-7
	3.4		Dimensional Requirements	3-8
Article 4			General Regulations	
	4.1		Site Plan Review	4-1
	4.2		Conditional Uses	4-7
	4.3		Rural Alternate Frontage Lots	4-10
	4.4		Performance Standards	4-11
	4.5		Nonconformities	4-11
	4.6		Cluster Housing	4-14
	4.7		Design Standards	4-19
		4.7.1	Off-street Parking, Loading, and Drive-through Facilities	4-19
		4.7.2	Buffers and Landscaping	4-23
		4.7.3	Lighting	4-25
		4.7.4	Architectural Design	4-25
		4.7.5	Signs	4-26
		4.7.6	Stormwater Management	4-33
		4.7.7	Flexibility in Design Standards	4-33
	4.8		[Signs moved to 4.7.5]	
	4.9		Filling and Grading of Land and Stockpiling of Materials	4-33
	4.10		Use of Residence for Business Purposes	4-38
	4.11		Sanitary Provisions	4-41
	4.12		Temporary Structures	4-41
	4.13		Mobile Homes	4-41
	4.14		[Shoreland Regs – repealed]	
	4.15		Swimming Pools	4-45
	4.16		Easements	4-45
	4.17		[Lots and Planned Group Development – repealed]	
	4.18		Essential Service	4-45
	4.19		Day Care Provisions	4-45
	4.20		[Customary Rural Business – repealed]	
	4.21		[Structures Necessary For Access For Person With Disabilities – repealed]	
	4.22		Wireless Telecommunications Facilities	4-46

4.23	Excavation, Gravel Pit, and Quarry	4-51
4.24	Medical Marijuana – Performance Standards	4-62
4.25	Accessory Apartments	4-63
4.26	Private Event Venue	4-64
4.27	Habitability Standards	4-66
Article 5	Enforcement	
5.1	Administrative Officer	5-1
5.2	Duties	5-1
5.3	Permits	5-1
5.4	Legal Action and Violations	5-3
Article 6	Appeals	
6.1	Creation and Appointment of the Board of Appeals	6-1
6.2	Jurisdiction	6-1
6.3	Appeal Procedure	6-3
Article 7	Definitions	
7.1	Construction Language	7-1
7.2	Definitions	7-1
Appendices		
1	Detailed Table of Contents	A1-1
2	Zoning Amendment History	A2-1

ARTICLE 1 - GENERAL ADMINISTRATION

1.1. Title and Purpose

This Ordinance shall be known and may be cited as the "Zoning Ordinance of the Town of Hampden, Maine" and will be referred to herein as this "Ordinance". It is enacted by the inhabitants by dividing the Town into zones and regulating the use and construction of buildings and premises with a view to encourage the most appropriate use of land in the Town of Hampden, Maine.

1.2. Basic Requirement

All buildings or structures hereinafter erected, reconstructed, altered, enlarged, or moved, and all uses of premises in the Town of Hampden shall be in conformity with the provisions of this Ordinance. No building, structure, land or water area shall be used for any purpose or in any manner except as permitted within the district in which such building, structure, land, or water area is located.

1.3. Severability

Should any section of this Ordinance be declared by the courts to be invalid, such decision shall not invalidate any other section or provision of this Ordinance.

1.4. Conflict with Other Ordinances

This Ordinance shall in no way impair or remove the necessity of compliance with any other rule, regulation, by-law, permit or provision of law. Where this Ordinance imposes a greater restriction upon the use of the land, buildings, or structures, the provisions of this ordinance shall prevail.

1.5. Amendment

1.5.1. Initiation of Amendment - An amendment to this Ordinance may be initiated by:

- 1.5.1.1. The planning board, provided a majority of the board has so voted;
- 1.5.1.2. Request of the town council to the planning board;
- 1.5.1.3. Written petition of one hundred (100) registered voters of the town; or
- 1.5.1.4. Written application from the property owner seeking a change of the zoning classification for the owner's property, or any portion thereof (i.e. a map amendment). Any person or entity with a legally binding interest in or to said property may make such an application, provided such person or entity submits satisfactory evidence of such interest and written documentation from the property owner authorizing such person or entity to make application for the change of zoning classification.

1.5.2. Text Amendments - Any proposed amendment to the text of this Ordinance that has not been initiated by the planning board shall be referred to the planning board for its review and recommendation.

1.5.3 Zoning District Amendments (Map Amendments)

- 1.5.3.1. Owner Initiated: The owner of a property seeking a change in the zoning classification of his/her property (see §1.5.1.4) shall file a zoning map amendment application, together with payment in accordance with the Town of Hampden Fees Ordinance, with the planning office.

- 1.5.3.2. Petition Initiated: The person or entity who initiated a petition to amend the zoning classification of any property or group of properties shall be responsible for filing a zoning map amendment application, together with payment in accordance with the Town of Hampden Fees Ordinance, with the planning office.
- 1.5.3.3. Town Initiated: When a map amendment is initiated by the planning board, the board shall forward a memorandum fully describing the proposed amendment to the town council for information purposes only, prior to holding the public hearing. When a map amendment is initiated by the town council, the council shall refer the proposed amendment to the planning board for a public hearing as required by statute.

1.5.4 Process:

- 1.5.4.1. Public Hearing: Upon receipt of an application, memorandum, or referral, the planning office shall schedule a public hearing to be conducted by the Planning Board on the proposed amendment within sixty (60) days of receipt.
- 1.5.4.2. Notice Requirements: Prior to said public hearing, and in accordance with the requirements of this Ordinance and the laws of the State of Maine, notice of said hearing shall be given. The notice shall include, but not be limited to, the date, time and place of the hearing, a short description and, for proposed map amendments, a map showing the boundaries of the current and proposed zoning districts, and the location where the proposed amendment can be viewed.
 1. Publishing Requirements: Said notice shall be published twice in a daily newspaper of general circulation in the Town of Hampden, the first at least twelve (12) days and the second at least seven (7) days in advance of said hearing.
 2. Posting Requirements: Said notice shall be posted in the Town Offices at least thirteen (13) days prior to the hearing.
 3. Abutter Notification Requirements: For proposed map amendments, said notice shall be sent by U.S. Mail to all persons initiating the proposed map amendment, to all persons owning property within the boundaries of the proposed map amendment, and to all persons owning property within three hundred (300') feet of the exterior boundaries of the area affected by the proposed change. For purposes of the notices required under this section, the owners of property shall be considered to be those against whom taxes were assessed on the prior April 1. Failure of any person owning property within said three hundred (300') feet to receive notices provided herein shall not necessitate another hearing or invalidate any action by the planning board or the town council.
- 1.5.4.3. Planning Board Recommendation: The planning board shall make a recommendation of approval or denial for any proposed amendment, and may make a recommendation of approval with modifications for any proposed amendment. To constitute planning board approval the amendment and any proposed modifications thereto must receive at least four (4) affirmative votes from the board. In all cases, the planning board shall forward their recommendation to the town council; this shall be done within 14 days of the completion of the public hearing and, when the proposed amendment was referred to the planning board from town council, within ninety (90) days of the date of said referral. Failure of the board to make a recommendation within the allotted time shall constitute a recommendation of denial for the purposes of this Ordinance.

1.5.5 Adoption of Amendment

- 1.5.5.1. Text amendments not involving the zoning classification of property may be adopted by a majority vote of the town council members present and voting, if the amendment is

recommended by the planning board, or by a two-thirds majority vote of the town council members present and voting, if the amendment is not recommended by the planning board.

- 1.5.5.2. Map amendments may be adopted by a vote of five (5) town council members present and voting, if the amendment is recommended by the Planning Board, or by a vote of six (6) town council members present and voting, if the amendment is not recommended by the planning board.
- 1.5.5.3. Amendments adopted by the town council shall become effective thirty (30) days after the date of adoption.
- 1.5.5.4. The Department of Environmental Protection shall be notified by the municipal clerk of zone changes (map amendments) in areas impacted by the Shoreland Zoning Ordinance within thirty (30) days of the effective date of such amendments.

ARTICLE 2 - ESTABLISHMENT OF ZONES

2.1. Zoning Districts

To implement the provisions of this Ordinance, the Town of Hampden is hereby divided into the following districts:

1. Rural District (R)
2. Residential A District (RA)
3. Residential B District (RB)
4. Seasonal District (S)
5. Rural Business District (BR)
6. Business District (B)
7. Business B District (BB)
8. Town Center District (TC)
9. Commercial Service District (CS)
10. Waterfront District (W)
11. Interchange District (INT)
12. Industrial Park District (IA)
13. Industrial District (IB)
14. Industrial 2 District (I2)

2.2. Purpose of Districts

- 2.2.1. Rural District** - The intent of this district is to protect and promote the rural use and character of the area, to provide for traditional agricultural and open space uses, and to provide for low density residential development where appropriate. It is intended that much of the residential development occurring in this district will be either dispersed in nature or, where the developer chooses, will be clustered with extensive open space surrounding the development.
- 2.2.2. Residential A District** - This district is intended for the development of low density single family housing types. While this district is predominately intended for detached housing the district may allow certain low impact civic and institutional uses.
- 2.2.3. Residential B District** - These areas are designated for a mixture of residential uses: single family, multi-family, and mobile home parks, developed as either individual lots, conventional subdivisions or cluster subdivisions. In addition, the RB District shall allow certain low impact nonresidential uses.
- 2.2.4. Seasonal District** - This district is designed to provide for seasonal residential use of waterfront areas so that the process of accelerated nutrient enrichment of water bodies, which almost always accompanies shoreland development, will be kept to a minimum. This district additionally allows for traditional recreational uses associated with waterfront areas, as well as for forest and agricultural uses.
- 2.2.5. Rural Business District** - These areas are designed to provide a location for commercial facilities designed to serve the needs of rural residents. Large commercial enterprises, designed to serve the needs of the whole community, should not be encouraged in these areas.
- 2.2.6. Business District** - These areas are intended to provide a location for commercial enterprises. The focus of commercial development in these areas should be retail sales and service businesses designed to meet the needs of the community.
- 2.2.7. Business B District** - This district is intended to provide a location for larger commercial developments (in excess of 10,000 sq. ft. of floor area) in central locations of Hampden.

- 2.2.8. Town Center District** - The Town Center District is established to accommodate the daily or frequent shopping needs of the Hampden consumer. The style, appearance, and placement of buildings, parking and landscaping will be regulated to promote consistency with existing buildings and residential uses. The Town Center District shall encourage pedestrian circulation and face to face retail sales.
- 2.2.9. Commercial Service District** – This district is intended for the location of heavy commercial uses, wholesale uses, office buildings, automotive type of uses such as sales and service, convenience stores and commercial service type of uses. In general this area is devoted to service or wholesale uses.
- 2.2.10. Waterfront District** - This district is intended for the location of a wide variety of water dependent and water related uses as well as commercial retail and service uses. In general this area is devoted to uses that are consistent with the Shoreland Zoning General Development uses. Furthermore it is recognized that limited land area is available for such uses thus innovative development standards are required.
- 2.2.11. Interchange District** - This district is intended to provide areas for motels, restaurants, service stations and similar uses that provide accommodations for tourists and other travelers using Interstate 95. Residential structures in existence prior to January 1, 1979 may be repaired or modified and accessory structures may be added, provided minimum setback requirements are met.
- 2.2.12. Industrial Park District** - This district is established to provide a location for fully serviced industrial development. It is intended that land within this district will be protected from encroachment of non-industrial uses, however, the district also contemplates planned business parks with a more diverse mixture of uses and development standards implemented in a closely managed context.
- 2.2.13. Industrial District** - These areas are set aside for non-service intensive industrial uses which do not require the amenities of an industrial park and which would fit into the surrounding rural area with ease. Industries needing public sewer or water are not expected to locate in these areas.
- 2.2.14. Industrial 2 District** - The Industrial 2 District is established to accommodate all types of industrial and commercial uses. No recreational use shall be allowed in this district. As used in this section, recreational uses include but are not limited to campgrounds; facilities for amusement or entertainment; and facilities for the operation of recreational vehicles.

2.3. Location of Districts

Districts are located and bounded as shown on the Official Zoning Map which is adopted by reference. The Official Zoning Map shall be identified by the signature of the town manager and attested by the signature of the town clerk. The aforesaid signatures shall be affixed and dated at the time of adoption or amendment of this Ordinance. Additional copies of the Official Zoning Map shall be available at the town office.

2.4. Uncertainty of Boundary Location

Where uncertainty exists with respect to the boundaries of the various districts as shown on the Official Zoning Map, the following rules shall apply:

- 2.4.1. Centerlines** - Boundaries indicated as approximately following the center lines of streets, highways, alleys, railroads, or other rights-of-way shall be construed to follow such center lines;
- 2.4.2. Lot Lines** - Boundaries indicated as approximately following well established lot lines shall be construed as following such lot lines;
- 2.4.3. Water Boundaries** - Boundaries indicated as approximately following shoreline shall be construed as following the mean high tide line if such exists; otherwise it shall be construed as following the shoreline. In the event of natural change in the shoreline, the boundary shall follow the change in the shoreline. Boundaries indicated as following the center line of a body of water shall be construed as following such center line;

- 2.4.4. Features** - Boundaries indicated as being parallel to features, natural or man-made, shall be so construed;
- 2.4.5. Determination of Distances** - Distance not specifically indicated on the Official Zoning Map shall be determined by scale of map;
- 2.4.6. Existing Structures** - Existing structures located in more than one zoning district shall be subject to the provisions of the zoning district in which the majority of the structure is located, provided no portion of the structure is located in a shoreland area or in another municipality.
- 2.4.7. Questions of Interpretation** - Where question of interpretation of the Official Zoning Map arises, the Board of Appeals shall interpret the district boundaries. All appeals for interpretation of the Official Zoning Map shall be subject to the provisions *Article 6* of this Ordinance and of the Town of Hampden Board of Appeals Ordinance including but not limited to filing deadlines, application requirements, fees, appeal procedures, decisions of the Board of Appeals and subsequent appeals to Superior Court.

2.5 Parcels In More Than One Zoning District

The intent of this ordinance is to allow full utilization of a parcel of land that is divided by a zoning district boundary line as depicted on the Official Zoning Map. Although the use of any portion of such a parcel of land shall be governed by the permitted and conditional uses allowed in the zoning district in which said use is located, the remaining portion of such a parcel of land shall be counted for the purposes of satisfying lot area, road frontage, setback, lot/ground coverage, and density requirements of the zoning district in which the principal use is located.

ARTICLE 3 – DISTRICT REGULATIONS

3.1 Use Designations

3.1.1 Principal Uses – The principal use is the primary use on a parcel or site, and are allowed in each zoning district as specified in the Use Table. Designations in the Table are as follows:

- 3.1.1.1. Uses Permitted By Right: “P” indicates that a use is allowed by right in the district.
- 3.1.1.2. Conditional Uses: “C” indicates that a use is allowed only if approved by the Planning Board, in accordance with the conditional use permit procedures of § 4.2. All conditions listed in the applicable sub-section of §3.2 must be met for a permit to be granted. The proposal must comply with the performance standards in §4.4 for a permit to be granted.
- 3.1.1.3. Uses Not Permitted: “N” indicates that a use is not allowed in the district. Any use not specifically or generically listed in the Use Table is deemed as prohibited. However, the Board of Appeals may determine, upon an application for appeal, that a specific use that is not listed in the Use Table is allowed due to similarity to one or more other uses that are allowed, and the unlisted use must be the same as the listed use (by right or conditional).

Refer to §4.1, Site Plan Review, to determine if a particular project requires review and approval; the Use Table deals with uses and not with design issues.

3.1.2 Accessory Uses – An accessory use is one that is subordinate to the principal use.

3.1.3 Use Table – See on next page.

3.2 Specific use standards.

The following standards must be met for the particular use to be approved by the permitting authority (Planning Board, Staff Review Committee, or Code Enforcement Officer). Note, the numbers in parenthesis refer to the item numbers in the Table of Uses.

3.2.1 Multi-family development (B-3) and **cluster developments** (B-5) that include multi-family buildings:

- 3.2.1.1 All multi-family dwellings must be connected to public water and sewer service if available within 500’ of the parcel. In cases where connection to either service cannot be made, the applicant must submit data to prove that water supply and on-site sewage disposal systems can be installed in compliance with the applicable regulations. When on-site sewage disposal is used, a survey plan must be submitted for review and recorded at the registry of deeds showing the location of the on-site sewage disposal system and any required replacement system area. When the service line is within 500’ but the cost to connect, due to physical conditions on or in the ground, render the project financially unfeasible, the permit granting authority may approve a project with on-site water supply or sewage disposal instead of requiring connection to the public system.
- 3.2.1.2 No multi-family building may contain more than ten dwelling units, except in the Rural district where the limit is four dwelling units in a single building.
- 3.2.1.3 Multi-family developments must provide a minimum of 40% of the parcel as permanent open space except in cluster developments where the provisions of §4.6.2 apply.
- 3.2.1.4 The minimum distance between multi-family buildings is 20’, except when the facing wall in one building has a window into a dwelling unit, in which case the distance is increased to 35’, or when the facing walls in both buildings have a window into a dwelling unit, in which case the distance is increased to 50’.

- 3.2.1.5 All parking areas for multi-family dwellings must be located to the side or rear of the building unless the Planning Board makes a finding that a different location would be beneficial to the abutters.
- 3.2.2 **Lodging or rooming house** (B-4): Limited to a maximum of ten residents in addition to the property owner or resident manager's family, and all required parking shall be provided on-site.
- 3.2.3 **Animals as usual pets** (B-ACC-6): In all districts, no more than five animals of one species and no more than ten animals overall may be kept on a property, with two exceptions: there is no limitation on the number of fish, and the limit on hen chickens is increased to six. Notwithstanding these limits, properties in the Rural district which are at least 5 acres may have an unlimited number of animals.
- 3.2.4 **Animals other than usual pets** (B-ACC-7): In any district where allowed by conditional use, the property must be a minimum of 2.5 acres and there must be a 50 foot minimum setback from the property lines to any structure, pen, pasture, or other open area where the animals are kept or allowed to roam. Notwithstanding these limits, properties in the Rural district which are at least 5 acres may have an unlimited number of animals, provided the minimum setback is increased to at least 100 feet.
- 3.2.5 **Schools, K-12 and post-secondary** (C-4 and C-5): Must be connected to public water and sewer facilities and have direct access to an arterial street. Where abutting a residential use or district, the required other yard(s) setback must be increased by 50% along the applicable lot lines.
- 3.2.6 **School, commercial** (C-6): Any school facility that requires the operation of large vehicles or equipment (e.g. tractor-trailer trucks, earth-moving equipment) must be located in the Industrial or Industrial 2 district.
- 3.2.7 **Nursing home** (D-1): Must be connected to public water and sewer facilities and have direct access to an arterial street. Limited to a density of 25 beds per acre. Where abutting a residential use or district, the required other yard(s) setback must be increased by 50% along the applicable lot lines.
- 3.2.8 **Congregate Care facility** (D-2): Must be connected to public water and sewer facilities and have direct access to an arterial street. In the Residential A or B districts, limited to a density of 5 units per acre unless located within a cluster development in which case the density may be increased to a maximum of 10 units per acre. Where abutting a residential use or district, the required other yard(s) setback must be increased by 50% along the applicable lot lines.
- 3.2.9 **Adult Day Services** (D-3): A group program designed to meet the needs of adults who may need socialization, supervision, support services, or, assistance with activities of daily living and/or health monitoring. All Adult Day Service facilities shall be licensed pursuant to MRSA 10-144, Chapter 117.
- 3.2.10 **Public or private utility that is not essential service** (E-2): In the Residential A or B districts, a Class I Buffer must be installed around any portion of the utility that sits above ground. Any lighting must be downcast and designed to prevent glare or light trespass onto any abutting property.
- 3.2.11 **Municipal solid waste facility** (E-4): In the Rural district, only facilities owned by the Town of Hampden are allowed.
- 3.2.12 **Community facility** (E-5): In the Residential A district, storage and maintenance facilities are not allowed as the principal use of a site.
- 3.2.13 **Community building** (E-6): Must be connected to the public water and sewer facilities and have direct access to an arterial street. Where abutting a residential use or district, the required other yard(s) setback must be increased by 50% along the applicable lot lines, except for community buildings existing on July 1, 2018. In the Residential A or B districts, a Class III Buffer must be installed along all lot lines abutting a residential use.
Community buildings in the Residential A or Residential B districts of which portions are occupied by qualified community educational, fraternal, cultural and recreational activities such as an auditorium, library, historical building, lodge, indoor swimming, performing arts, etc. may also infill their vacant

space with low traffic uses such as a single residential apartment unit, business or professional office, a single storage space consisting of records management and other similar uses as determined by the Code Enforcement Officer. Nonresidential infill uses may not be open between the hours of 9:00 pm

Section 3.1.3 - Use Table

Key: P = Permitted by Right, C = Conditional Use, and N = Not Permitted

see provisions in sec. 3.2			Residential Districts				Business Districts							Industrial Districts		
			Rural	Res A	Res B	Seasonal	Rural Bus	Bus	Bus B	Town Center	Comm Service	Water-front 1	Inter-change	Ind Park	Ind	Ind 2
A - Agricultural/Recreational Uses:																
✓	A-1	agriculture	P	N	N	N	N	N	N	N	N	N	N	N	N	N
	A-2	agric product processing when not accessory to agric use	C	N	N	N	N	N	N	N	N	N	N	P	N	N
	A-3	forestry	P	P	P	N	P	P	P	N	P	N	N	N	P	P
✓	A-4	commercial nursery	C	N	N	N	N	P	N	N	P	N	N	N	N	N
✓	A-5	park or playground	P	P	P	P	P	P	P	P	P	P	P	N	N	N
✓	A-6	indoor recreational facility	C	N	N	N	C	P	P	C	P	P	P	N	N	N
✓	A-7	outdoor recreation	P	N	N	N	N	C	N	C	P	P	C	N	N	N
✓	A-8	golf course	P	N	N	N	N	N	N	N	N	N	N	N	N	N
✓	A-9	campground	C	N	N	C	N	N	N	N	N	C	N	N	N	N
✓	A-10	individual private campsite	P	C	C	P	N	N	N	N	N	N	N	N	N	N
✓	A-11	water recreational facility, low intensity	P	C	C	P	N	N	N	P	P	P	N	N	N	N
✓	A-12	water recreational facility, high intensity	C	N	N	C	N	N	N	C	C	C	N	N	N	N
✓	A-13	private event venue	C	N	N	N	N	C	C	C	P	P	N	N	N	N
A-ACC - Uses Accessory to Agricultural/Recreational Uses:																
✓	A-ACC-1	agricultural diversity uses	C	N	C	N	N	N	N	N	N	N	N	N	N	N
B - Residential Uses:																
✓	B-1	single family dwelling	P	P	P	P	P	P	P	P	N	N	N	N	N	N
✓	B-2	two-family dwelling	P	N	P	N	C	P	N	P	N	N	N	N	N	N
✓	B-3	multi-family development	P	N	P	N	N	P	N	C	N	P	N	N	N	N
✓	B-4	lodging or rooming house	C	N	C	N	N	P	N	N	N	N	N	N	N	N
✓	B-5	cluster housing (see §4.6)	P	P	P	N	N	N	N	P	N	N	N	N	N	N
✓	B-6	mobile home park (see §4.13)	C	N	C	N	N	N	N	N	N	N	N	N	N	N
B-ACC - Uses Accessory to Residential Uses:																
✓	B-ACC-1	home day care (see § 4.19)	P	P	P	P	P	P	P	P	P	N	N	N	N	N
✓	B-ACC-2	use of residence for business purposes, home business (see §4.10)	P	P	P	P	P	P	P	P	P	N	P	N	P	N
✓	B-ACC-3	use of residence for business purposes, customary home occupation (see §4.10)	C	C	C	C	C	C	C	C	C	N	C	N	C	N
✓	B-ACC-4	use of residence for business purposes, home based contractor (see §4.10)	C	N	N	N	C	C	C	N	C	N	C	N	C	N
✓	B-ACC-5	accessory apartment (see §4.25)	C	C	C	C	C	C	C	C	C	N	C	N	C	N
✓	B-ACC-6	animals as usual pets	P	P	P	P	P	P	P	P	P	P	P	P	P	P
✓	B-ACC-7	animals other than usual pets	P	C	C	N	C	N	N	C	N	N	N	N	N	N
C - Educational Uses:																
✓	C-1	daycare facility (see §4.19)	C	N	C	N	N	P	C	C	C	N	N	N	N	N
✓	C-2	child care center (see §4.19)	C	N	C	N	N	P	C	P	P	N	N	P	N	N
✓	C-3	preschool	C	N	N	N	N	P	C	P	P	N	N	P	N	N
✓	C-4	school, K-12	C	C	C	N	N	C	C	C	N	N	N	N	N	N
✓	C-5	school, post-secondary	C	N	N	N	N	C	C	C	P	N	N	P	N	N
✓	C-6	school, commercial	C	N	N	N	N	C	C	C	C	C	N	P	P	P
D - Medical Uses:																
✓	D-1	nursing home	C	C	C	N	N	P	P	C	P	N	N	N	N	N
✓	D-2	congregate care facility	C	C	P	N	N	P	P	C	P	N	N	N	N	N
	D-3	Adult Day Service	C	C	C	C	C	C	C	C	C	C	C	C	C	C
	D-3	hospital	C	N	N	N	N	C	C	N	C	N	N	C	N	N
✓	D-4	medical office or clinic	N	N	N	N	N	P	P	P	P	P	N	P	N	N
✓	D-5	medical marijuana registered dispensary (see §4.24)	N	N	N	N	N	N	N	N	C	N	N	C	C	C
✓	D-6	medical marijuana cultivation facility (see § 4.24)	N	N	N	N	N	N	N	N	C	N	N	C	C	C
✓	D-7	methadone clinic (see §4.24)	N	N	N	N	N	N	N	N	C	N	N	C	C	C
E - Utility/Government Uses:																
✓	E-1	essential service (see §4.18)	P	P	P	P	P	P	P	C	P	P	P	P	P	P
	E-2	public or private utility that is not essential service	C	C	C	C	C	C	C	C	C	C	C	P	P	P
✓	E-3	wireless telecommunications facilities (see §4.22)	P	N	N	N	P	N	N	N	N	N	P	P	P	P
✓	E-4	municipal solid waste facility	C	N	N	N	N	N	N	N	N	N	N	N	C	N
✓	E-5	community facility	C	C	C	N	C	P	C	C	P	N	N	P	P	P
✓	E-6	community building	C	C	C	N	C	P	C	P	P	P	N	P	P	P
F - Institutional Uses:																
✓	F-1	place of worship	C	C	C	N	N	P	P	P	P	N	N	N	N	N
✓	F-2	non-profit club	C	C	C	N	C	P	P	P	P	P	N	N	N	N
	F-3	cemetery	C	C	C	N	N	C	C	C	C	N	N	N	N	N
G - Commercial/Office Uses:																
✓	G-1	retail sales	N	N	N	N	C	P	P	P	P	P	P	N	N	N
✓	G-2	antique dealership	C	N	N	N	P	P	P	C	P	N	N	N	N	N
✓	G-3	adult use marijuana social club	N	N	N	N	N	N	N	N	N	N	N	N	N	N
✓	G-4	adult use marijuana store	N	N	N	N	N	N	N	N	N	N	N	N	N	N
✓	G-5	office, business or professional	N	N	N	N	N	P	P	P	P	P	P	P	P	P
✓	G-6	kenel	C	N	N	N	N	C	N	N	C	N	N	C	N	C
✓	G-7	veterinary hospital	C	N	N	N	P	P	C	C	P	N	N	P	N	P
✓	G-8	automotive fuel station	N	N	N	N	C	P	N	C	P	N	P	N	N	N
✓	G-9	automotive sales	N	N	N	N	C	C	C	N	P	N	N	N	N	N
✓	G-10	automotive service	N	N	N	N	C	C	C	C	P	N	P	N	C	N
✓	G-11	boat sales, service, and storage	N	N	N	N	N	N	N	N	P	P	N	N	N	N
✓	G-12	inn	C	N	C	N	C	P	P	C	N	P	P	N	N	N
✓	G-13	hotel or motel	N	N	N	N	C	C	C	C	P	P	P	N	N	N
✓	G-14	conference center	N	N	N	N	N	N	N	N	C	P	P	P	N	N
✓	G-15	restaurant, low turnover	C	N	N	N	C	P	P	P	P	P	P	P	N	N
✓	G-16	restaurant, high turnover	N	N	N	N	C	P	C	P	P	P	P	C	N	N
✓	G-17	restaurant, drive-in or drive-through	N	N	N	N	N	C	C	C	C	N	C	N	N	N
✓	G-18	bar, pub, tavern	N	N	N	N	N	C	N	C	C	C	N	N	N	N
✓	G-19	place of assembly	N	N	N	N	N	C	C	C	P	P	N	N	N	N
✓	G-20	funeral home	N	N	N	N	N	P	C	C	P	N	N	N	N	N
✓	G-21	self-service laundromat	N	N	N	N	P	P	P	C	P	N	N	N	N	N
✓	G-22	drive-through business	N	N	N	N	C	C	C	C	C	N	C	N	N	N
✓	G-23	mixed residential/commercial use	N	N	N	N	C	C	C	P	P	P	N	N	N	N
	G-24	business park	N	N	N	N	N	N	N	N	C	N	N	P	N	C
✓	G-25	self-service storage facility	N	N	N	N	C	P	N	N	P	N	N	P	P	P
	G-26	outdoor storage	C	N	N	N	C	N	N	N	C	C	N	C	P	P
H - Industrial Uses:																
✓	H-1	research and development	N	N	N	N	N	N	N	N	N	N	N	P	P	P
✓	H-2	warehousing	N	N	N	N	N	N	N	N	N	N	N	P	P	P
✓	H-3	wholesale	N	N	N	N	N	N	N	N	C	N	N	P	P	P
✓	H-4	manufacturing	N	N	N	N	N	N	N	N	C	N	N	P	P	P
✓	H-5	processing	N	N	N	N	N	N	N	N	N	N	N	C	C	C
	H-6	adult use marijuana cultivation	c	N	N	N	N	N	N	N	c	N	N	c	c	c
	H-7	adult use marijuana product manufacture	N	N	N	N	N	N	N	N	N	N	N	c	c	c
	H-8	adult use marijuana testing	N	N	N	N	N	N	N	N	c	N	N	c	c	c
✓	H-9	light industry ¹	N	N	N	N	N	N	N	N	C	N	N	P	P	P
✓	H-10	river-dependent uses	N	N	N	N	N	N	N	N	C	C	N	N	N	N
	H-11	truck terminal	N	N	N	N	N	N	N	N	N	N	P	C	P	P
✓	H-12	processing & excavation, gravel pit, quarry activities (see §4.23)	C	N	N	N	N	N	N	N	N	N	N	N	C	C
	H-13	stockpiles not accessory to excavation, gravel pit, or quarrying (see §4.9)	C	N	N	N	C	C	N	N	C	C	N	C	C	C
✓	H-14	heavy industry ²	N	N	N	N	N	N	N	N	N	N	N	C	C	C
✓	H-15	automobile graveyard	N	N	N	N	N	N	N	N	N	N	N	N	N	N
	H-16	petroleum extraction or refining	N	N	N	N	N	N	N	N	N	N	N	N	N	N
I - Accessory Uses to Non-Residential Uses:																
	I-1	outdoor storage	C	N	N	N	N	C	C	N	P	P	P	P	P	P
✓	I-2	living quarters for personnel	P	N	N	N	P	P	P	P	P	P	P	P	P	P
	I-3	outdoor dining	C	N	N	N	C	C	C	C	C	C	C	C	N	N
	I-4	retail sales	C	N	N	N	C	C	C	C	C	C	C	C	N	C

Footnotes:
1. Specific uses listed in the Table of Uses that could also be categorized as light industry shall be regulated under the specific use.
2. Specific uses listed in the Table of Uses that could also be categorized as heavy industry shall be regulated under the specific use.

and 8:00 am, except for special events upon a prior determination by the Code Enforcement Officer that the proposed event will not be unreasonably disruptive to other occupied buildings in the vicinity. The Planning Board review of the infill use must determine that the existing site development can either function properly with no changes or the Planning Board must be provided with a revised site plan that details the changes to the building and site development that will function properly and with minimal disruption to the neighborhood and limited modifications to the existing site development and building.

- 3.2.14 *Place of worship*** (F-1): Facilities must be connected to the public water and sewer facilities and have direct access to a major collector or an arterial street. Where abutting a residential use or district, the required other yard(s) setback must be increased by 50% along the applicable lot lines.
- 3.2.15 *Non-profit club*** (F-2): In the Residential A district, must be located within an existing building, although additions and alterations are allowed. In all districts where allowed, facilities for more than 49 occupants must be connected to the public water and sewer facilities and have direct access to a major collector or an arterial street. Where abutting a residential use or district, the required other yard(s) setback must be increased by 50% along the applicable lot lines.
- 3.2.16 *Retail sales*** (G-1): In the Rural Business district, only small scale retail sales that are meant to serve the needs of the rural residents are allowed (e.g. convenience store). In the Town Center district, outdoor display of goods is limited to seasonal items and is limited to an area no larger than 5% of the gross floor area of the retail portion of the building. In the Business or Business B districts, shopping centers must provide accommodations for pedestrians, bicyclists, handicap accessibility, and public transportation.
- 3.2.17 *Antique dealership*** (G-2): In the Rural district, antique dealership is an allowed use on a property that has a residential use without the necessity to meet the requirements of §4.10, Use of Residence for Business Purposes. Proposals must comply with §4.7, Design Standards.
- 3.2.18 *Kennel*** (G-6): All buildings and enclosures where animals are kept must be located at least 50 feet from any lot line, and where abutting a residential use there must be a Class I Buffer established within that setback area unless the area has existing vegetation that meets the intent of the Class I Buffer.
- 3.2.19 *Veterinary hospital*** (G-7): Any outdoor enclosure where animals are kept must be located at least 50 feet from any lot line abutting a residential use or district, and there must be a Class I Buffer established within that setback area unless the area has existing vegetation that meets the intent of the Class I Buffer.
- 3.2.20 *Automotive fuel station*** (G-8): The site design must accommodate vehicle queuing for a minimum of the same number of vehicles as there are dispensing stations (pumps, electrical outlets, and the like). There must also be space available for vehicles to bypass the dispensing stations.
- 3.2.21 *Automotive service*** (G-10): In the Rural Business and Town Center districts, repair activities must be conducted entirely within a building, and disassembled vehicles may not be stored outdoors. For proposals within those two districts, in consideration of nearby uses the Planning Board may require such buildings to be sound-insulated and designed to protect the neighborhood from vehicle exhaust and other by-products of vehicle servicing.
- 3.2.22 *Inn*** (G-12): No more than ten guest rooms may be included in an Inn, and all required parking must be located on the site. Facilities with more than ten guest rooms are classified as a hotel.
- 3.2.23 *Restaurant, low turnover*** (G-15): See §3.2.37, Outdoor dining.

3.2.24 Restaurant, high turnover (G-16): The sale or consumption of alcoholic beverages is prohibited. See also §3.2.37, Outdoor dining.

3.2.25 Restaurant, drive-in or drive-through (G-17): Must be located on a lot having a minimum lot size of 1.5 acres, minimum frontage of 200 feet and no part of the vehicle queue may be located within 100 feet of a residential dwelling. The sale or consumption of alcoholic beverages is prohibited. See also §3.2.37, Outdoor dining.

In the Town Center district, the drive-through window and vehicle queue lanes must be screened from view of adjacent residential dwellings through the use of plantings, fences, or walls. Sidewalks must be built along the public right-of-way as well as into the site, and must be designed with a minimum four inch vertical separation from the driveway level, and where feasible, a landscaped strip should be provided between the driveway and sidewalk.

3.2.26 Bar, pub, tavern (G-18): Must be located a minimum of 500 feet from any residential dwelling except in the Town Center District where that distance is reduced to 100 feet from any residential dwelling within the Town Center district and 200 feet from any residential dwelling within any other district; this measurement is made from building to building. In the Town Center district, limited to a maximum gross floor area of 2,000 square feet.

3.2.27 Funeral home (G-20): Must be connected to the public water and sewer facilities and have direct access to an arterial street. Where abutting a residential use or district, the required other yard(s) setback must be increased by 50% along the applicable lot lines.

3.2.28 Drive-through business (G-22): In the Town Center district, no part of the vehicle queue may be located within 50 feet of a residential property. The drive-through window and vehicle queue lanes must be screened from view of adjacent residential dwellings through the use of plantings, fences, or walls. Sidewalks must be built along the public right-of-way as well as into the site, and must be designed with a minimum four inch vertical separation from the driveway level, and where feasible, a landscaped strip should be provided between the driveway and sidewalk.

3.2.29 Mixed residential/commercial use (G-23): In the Business district, limited to a maximum of four dwelling units per building. In the Rural Business and Business B districts, limited to a maximum of four dwelling units per site.

3.2.30 Business park (G-24): A master plan prepared by a State of Maine registered engineer, landscape architect, or architect, must be submitted to the Planning Board as part of the subdivision review and approval process. The master plan shall indicate the full build-out of the park including parcel lines, potential curb cuts, building footprints, impervious surfaces, stormwater management, and common open spaces. The submittal must include proposed covenants and any architectural guidelines.

3.2.31 Outdoor storage (G-26): In the Rural district, limited to storage of materials, products, or equipment associated with forestry, logging, lumber operations, wood processing, or similar activities involving wood. In all districts where allowed, outdoor storage areas must be screened from view from public roads and from residential uses.

3.2.32 Industrial uses (H): All industrial uses, whether allowed by right or by conditional use, must comply with the performance standards in §4.4.

3.2.33 Processing (H-5): In the Industrial Park district, rendering plants are prohibited.

3.2.34 Light industrial operations (H-9): In the Commercial Service district, limited to a maximum of 10,000 square feet.

- 3.2.35 River-dependent uses (H-10):** For lots with a minimum of five acres, there is no maximum building height requirement.
- 3.2.36 Outdoor storage as an accessory use** to non-residential uses (I-1): In the Rural, Business, and Business B districts, the area used for outdoor storage must be screened from view from public roads and from residential uses. In the Industrial Park district, the area used for outdoor storage must be on the rear two-thirds of the property and screened from public roads and residential uses, except in circumstances where the Planning Board determines that a different location will result in safer on-site circulation, a more efficient use of the land, or will be better for the environment, and will not have an adverse impact on any abutting property or the appearance from public roads or residential uses. In all other districts where allowed, outdoor storage areas in excess of 5,000 square feet must be screened from public roads and from residential uses.
- 3.2.37 Living quarters for personnel (I-2):** No more than one dwelling unit is allowed on a site.
- 3.2.38 Outdoor dining (I-3):** Areas proposed for outdoor dining must be clearly delineated on a site plan, and when consumption of alcoholic beverages is proposed, must be controlled by barriers and by signs prohibiting consumption of alcoholic beverages beyond the barriers, per M.R.S.A. Title 28-A. On lots abutting residential uses, the outdoor dining area must be screened from residential uses with a Class I Buffer, unless located where there will be minimal impact on the residential use.
- 3.2.39 Retail sales as an accessory use** to non-residential uses (I-4): In the Rural district, limited to no more than 3,000 square feet including both indoor and outdoor space. In all districts where allowed, limited to no more than 49% of the gross floor area of the building(s) plus outdoor display or storage areas.

3.3 Temporary Uses.

- 3.3.1 Temporary Event.** Any use associated with a temporary event, such as a fair, shall not be subject to the restrictions of this Zoning Ordinance provided the use has been duly permitted by the appropriate authority.
- 3.3.2 Temporary housing unit** on parcel with a damaged home or on a vacant parcel. The Code Enforcement Officer may approve the placement of a manufactured home (including a mobile home) on the same parcel as a residence which has been rendered uninhabitable, for the occupancy of the property owner during construction of a new or reconstruction of a damaged home or on a vacant parcel when a new home is to be constructed. The manufactured home shall not be occupied or left on site for a period greater than 12 months, with no option for renewal or extension. The manufactured home may be placed within required setback areas but not closer than five feet from the property line if absolutely necessary to avoid conflict with the construction or reconstruction of the permanent residence. The manufactured home shall be in compliance with all applicable regulations for water supply and sewage disposal. The manufactured home shall be removed from the property within 30 days of the issuance of the Certificate of Occupancy for the permanent residence, or at the end of the abovementioned 12 month period, whichever comes first.
- 3.3.3 Occupancy of an existing single family dwelling** during construction of a new single family dwelling on the same parcel is allowed for a period to be determined by the Code Enforcement Officer based on a construction schedule to be submitted with the application for the building permit. The permit shall specify the timeframe within which the existing single-family dwelling shall be removed.

3.4 Dimensional Requirements

3.4.1 Table of dimensional requirements

				Density	Front Yard	Min Setback Street	Min Setback Other	Max Building Coverage	Max Impervious Surface	Max Building Height
Residential Districts	Rural	2 ac	0.50	200'	30'	30'	25%	50%	35'	
	Residential A:									
	Public Sewer	18,000 sf	2.42	125'	25'	20'	20%	40%	35'	
	On-site Waste Disposal	30,000 sf	1.45	150'	30'	30'	20%	40%	35'	
	Residential B:									
	Public Sewer	16,500 sf	2.64	100'	25'	20'	25%	40%	35'	
	On-site Waste Disposal	25,000 sf	1.74	125'	30'	30'	25%	40%	35'	
Business Districts	Seasonal	20,000 sf	2.18	100'	25'	25'	20%	20%	35'	
	Rural Bus	2 ac		200'	30'	30'	25%	50%	35'	
	Town Center	10,000 sf	4.00	50'	0'	0'	50%	75%	35'	
	Bus	12,500 sf		75'	35'	20'	20%	40%	35'	
	Bus B	1 ac		100'	30'	15'	20%	40%	35'	
	Comm Service	20,000 sf		100'	40'	30'	25%	50%	35'	
	Waterfront 1	20,000 sf		None	10'	10'	50%	75%	35'	
Industrial Districts	Interchange	1 ac		200'	30'	20'	40%	60%	50'	
	Ind Park	1 ac		50'	20'	20'	30%	70%	45'	
	Ind	2 ac		150'	50'	35'	25%	50%	45'	
	Ind 2	None		50'	10'	10'	30%	70%	45'	

1. For single family and two-family structures, which are to be treated as a single unit; for multi-family development refer to §3.4.2.2.

3.4.2 Special Provisions:

3.4.2.1 Detached Accessory Structures:

1. In the Rural, Residential A, or Residential B districts, a detached accessory structure up to 250 square feet may be located no closer than 5' to a side or rear property line and is limited to 16' in height.
2. In the Rural district, a detached accessory structure that is greater than 250 and less than or equal to 650 square feet may be located no closer than 15' to a side or rear property line and is limited to 24' in height. (Larger detached accessory structures must meet the standards in the dimensional table.)
3. In the Rural district, detached accessory structures may be larger than the house, up to a maximum of 5,000 sf, provided it is on a lot of a minimum of 3 acres. Such structures do not require site plan approval.
4. In the Commercial Service district, a detached accessory structure on a residential property up to 150 square feet may be located no closer than 5' to a side or rear property line and is limited to 16' in height.
5. In any district, a detached accessory structure cannot be attached to a principal building unless it meets the standard setback for other yards.
6. In any district, an amateur radio antenna may be permitted to exceed the maximum height for accessory structures upon the granting of a conditional use approval, provided the applicant is licensed by the Federal Communication Commission (FCC), and provided the tower is set back from all property lines of abutting properties at least the distance of the fall zone.

- 3.4.2.2 Multi-family developments:
1. May have a maximum gross density of 8 dwelling units per acre except in the Rural district where the density is limited to 2 dwelling units per acre.
 2. In the Residential B district, the other yard setback requirement is increased by 2 feet per unit over 4 units, counted and measured by each building.
- 3.4.2.3 In subdivisions in the Rural district, the required frontage for lots fronting on a cul-de-sac may be reduced to 100 feet provided the front setback is increased to 60 feet.
- 3.4.2.4 In the Residential B district, existing lots of record as of July 1, 1991 with less than 100' of frontage may be developed for a single family dwelling and accessory structures with minimum side yard setbacks of 10'. Lots with between 100' and 120' frontage must have side setbacks of 10' + 0.5' for each foot of frontage over 100'.
- 3.4.2.5 In the Seasonal district, the minimum setback from the high water mark is 75 feet, which supersedes the other yard setback.
- 3.4.2.6 In the Business B district:
1. Existing lots of record as of July 1, 2014 with less than 100' of frontage with existing structures served by public sewer may have a minimum other yard setback of 10'.
 2. For lots abutting a Residential A or Residential B district, the setback requirement from that boundary is a minimum of 30'.
- 3.4.2.7 In the Town Center district, the minimum other yard setback is increased to 20' where abutting a residential district.
- 3.4.2.8 In the Town Center district, the minimum other yard setback is increased to 30' where a proposal abuts a residential use or district and involves a building with a footprint greater than 10,000 square feet or an automobile service use regardless of building size.
- 3.4.2.9 In the Waterfront district, since there is no frontage requirement all new lots must have access to a paved right-of-way wide enough to accommodate two-way traffic plus utility services, which connects to a public way.
- 3.4.2.10 In the Industrial 2 district:
1. In lieu of frontage on a public street, an unobstructed access easement or private right-of-way which is a minimum of 50' in width the entire length may be used for access to a public street.
 2. No buildings may be constructed within 300' of the Route 202 right-of-way.
- 3.4.2.11 In any district, any structure which requires access to rail service is not required to be set back from the railroad siding (applicable where the rail siding is on a separate parcel of land).
- 3.4.2.12 In any district, where a parcel of land is to be occupied by more than one building for a principal use (e.g. two detached single family houses or two commercial buildings), each such building must be treated as though on a separate lot and must meet all applicable dimensional requirements for the district in which it lies, as if an imaginary boundary line has been drawn between the buildings to create new parcels. The intention of this requirement is to ensure that a future split of the parcel will not create a nonconforming lot. However, for non-residential or multi-family residential developments, the Planning Board may authorize building locations that do not comply with this provision in order to achieve a site design that provides safer pedestrian and vehicular circulation into and within the site, or to protect natural resources on or off the site.

ARTICLE 4 - GENERAL REGULATIONS

The following regulations pertain to all districts unless otherwise indicated.

4.1. Site Plan Review

4.1.1 Purpose. This section is to protect the health, safety, convenience and general welfare of the inhabitants of the Town by providing for a review of plans for uses and structures which do not require subdivision review and may have significant impacts both within the site and in relation to adjacent properties and streets on pedestrian and vehicular traffic, public services and infrastructure, environmental, unique and historic resources, or on abutting properties or community needs, and to minimize potential adverse impacts of such development.

4.1.2 Multi-level review. There are three levels of review for site plans: minor revision, for modifications to approved site plans; minor site plan, for alterations to existing developments that meet certain thresholds; and major site plans for all new development and alterations to existing developments that exceed those thresholds. The Code Enforcement Officer is hereby authorized to act upon Minor Revision applications, the Staff Review Committee is hereby authorized to act upon minor site plans, and the Planning Board is hereby authorized to act upon major site plans and any applications referred or appealed from the Code Enforcement Officer or the Staff Review Committee.

4.1.3 Applicability. The following activities for all uses except single family detached or two family residential dwellings require site plan review. Site plan review is not required for agricultural uses or structures which do not involve customers or the general public visiting the site on a regular basis, nor for accessory agricultural structures such as farm stands which do involve customers. The Planning Board may waive the requirement for site plan review for essential services if they are owned and maintained by the Town of Hampden or the Hampden Water District. No building permit, certificate of occupancy, or certificate of compliance can be issued until a site plan has received approval under this §4.1.

4.1.3.1 Minor revision to approved site plan. For the purposes of computing the total increase in the footprint of the structure, the aggregate area of all such applications made within the five previous calendar years will be used. Minor revisions include:

1. Expansions which increase the footprint of the structure by 500 square feet or less, and exceed 50% of the footprint of the existing structure, provided additional parking spaces beyond what is provided on the approved site plan are not required. (Those that do not exceed 50% of the footprint of the existing structure only require a building permit.)
2. Alteration of utility service by elevation changes, changes in pipe size, or relocation.
3. Re-grading which does not adversely impact adjacent properties or the public stormwater management system.
4. Adding landscaping, plantings, or fences.
5. Rearranging parking spaces in compliance with applicable design requirements.
6. Expansion of an existing paved area not associated with increases in building size where the paved area will be enlarged by less than 2,000 square feet, whether used for access, parking, loading, or storage purposes.
7. Change of use from one use category to another (e.g. residential to commercial), where in the opinion of the Code Enforcement Officer the change will not alter the use of the site to the extent that minor site plan review is necessary to further the purposes set forth in §4.1.1.

4.1.3.2 The following require Minor Site Plan Review. For the purposes of computing the total increase in the footprint of the structure, the aggregate area of all such applications made within the five previous calendar years will be used.

1. Expansions which increase the footprint size of the structure by more than 500 square feet but less than 2,000 square feet.
2. Construction of new accessory structures that have a footprint of more than 500 square feet but less than 2,000 square feet. (Those that have a footprint of 500 square feet or less only require a building permit.)
3. Expansions which increase the footprint size of the structure, or construction of new accessory structures, where the total additional area is less than 10,000 square feet, where the property is within an approved subdivision (e.g. Hampden Business Park).
4. Construction of a new access way, parking lot, loading area, or outdoor paved storage area up to 4,000 square feet.
5. Expansion of an existing paved area not associated with increases in building size where the paved area will be enlarged by more than 2,000 but less than 4,000 square feet, whether used for access, parking, loading, or storage purposes.
6. Change of use from one use category to another (e.g. residential to commercial), where in the opinion of the Code Enforcement Officer the change will alter the use of the site to the extent that site plan review is necessary to further the purposes set forth in §4.1.1.
7. The establishment of a new nonresidential use that does not involve any structures, where the disturbed area is less than 15,000 square feet.

4.1.3.3 The following require Major Site Plan Review:

1. Construction of new structures except as provided above.
2. Expansions which increase the footprint size of the structure by 2,000 square feet or more.
3. Expansions which increase the footprint size of the structure by 10,000 square feet or more, where the property is within an approved subdivision (e.g. Hampden Business Park).
4. Construction of a new access way, parking lot, loading area, or outdoor paved storage area over 4,000 square feet.
5. Expansion of an existing paved area not associated with increases in building size where the paved area will be enlarged by 4,000 square feet or more, whether used for access, parking, loading, or storage purposes.
6. The establishment of a new nonresidential use that does not involve any structures, where the disturbed area is 15,000 square feet or more.
7. Any new development for a use that requires a Conditional Use permit. Once approved and established, modifications to a site plan for such a use will be categorized as minor revision, minor site plan, or major site plan, as appropriate.

4.1.4 Procedure

4.1.4.1 Staff Review Committee

1. Establishment. A staff review committee is hereby established, which consists of the Town Planner, Code Enforcement Officer, Director of Public Works, and Director of Public Safety, or their designees. In the event any of these positions is vacant, the Town Manager will name an interim committee member with appropriate expertise from the respective department.

2. Operation.

1. Chair. The Town Planner will serve as the chair of the committee, or in his/her absence the Code Enforcement Officer will serve as chair pro tem. The chair is responsible for calling meetings, presiding over meetings, and maintaining the records of the committee including a record of the proceedings (minutes).
2. Attendance. If any member of the committee is unable to attend a meeting, either a detailed written report setting forth their comments and concerns with the application(s) is to be submitted to the chair prior to the meeting, or a designee may be assigned by the member to attend in his/her place, with the same authority to take actions as the regular member.
3. Meetings. The committee will meet monthly on a set schedule, and may meet more often as needed with additional meetings called by the chair.
4. Posting. Meeting agendas will be posted in the same manner as for other Town committees, and all meetings are open to the public. These meetings are not public hearings and public comments will be taken at the discretion of the chair.
5. Quorum. A quorum consisting of at least three members is required to conduct any official meeting of the committee.
6. Voting. A majority vote of the quorum is required to constitute an action (passage or denial) on any motion before the committee. Should a committee member need to be recused due to a conflict once a quorum is established and a meeting is in session, the meeting may proceed and the committee may take action on any motion before the committee with less than three voting members present. In this event, the applicant has the right to have a vote postponed to the next committee meeting. Should a tie vote occur, the application will automatically be referred to the Planning Board for review and action at their next available meeting, which is not to be a public hearing, and no additional fees or information from the applicant are required.

4.1.4.2 Application

1. At the applicant's discretion, a pre-application meeting may be held with staff to discuss a project prior to the submission of an application. These discussions are non-binding on both parties.
2. When an application in compliance with the requirements in §4.1.5 is submitted, the Town Planner will review it to confirm its categorization as minor revision, minor site plan, or major site plan.
3. If a minor revision, the Town Planner will forward the application to the Code Enforcement Officer for review and action. The Code Enforcement Officer may request any member of the Staff Review Committee to review and comment on an application prior to rendering a decision.
4. If a minor site plan, the Town Planner will distribute the application to the members of the Staff Review Committee, each member of which will review the application in preparation for the committee meeting.
5. Minor site plan applications will be scheduled for the next available meeting of the Staff Review Committee in accordance with the set schedule. At the committee chair's discretion, a special meeting may be called to handle an application if the project warrants such action (e.g. minimal alteration, unnecessary hardship if delayed to scheduled meeting, etc.)
6. Major site plan applications will be scheduled for public hearing with the Planning Board according to the published application deadline schedule.
7. For minor site plans and major site plans, the application will be distributed to the members of the staff review committee and, if a major site plan, to the Town's engineer or consulting

engineer for peer review. Unless the reviewer will be present at the meeting when the application is considered, a written report should be submitted to the Town Planner prior to the meeting (Staff Review Committee for minor site plans or Planning Board for major site plans).

8. All decisions must be documented in writing and final approved plans must be endorsed as approved by the Code Enforcement Officer for minor revisions, the Staff Review Committee Chair for minor site plans, or the Planning Board Chair for major site plans. When approval is granted conditional upon modifications to the site plan presented at the meeting, said modifications must be made to the site plan prior to endorsement, and a copy of the endorsed plan must be submitted to the Town Planner for the town's files.
9. Upon completion of construction and prior to the issuance of a certificate of compliance, an as-built plan in both full size paper and digital format (as specified by the Code Enforcement Officer) must be submitted to the Code Enforcement Officer.

4.1.5 Submission Requirements.

4.1.5.1 Major Site Plans. All major site plans must be prepared by a design professional registered in the state of Maine and must contain the following information, which may be on multiple sheets at a scale sufficient to ensure legibility. A complete submission consists of an original plus 15 copies of the plans, three sets of which must be full size and the remaining may be no smaller than 11"x17" provided they are legible at that size and the proposed site layout is provided in full size, the application form, a narrative, any supplemental reports or information (e.g. stormwater drainage, light fixture cut sheets), an electronic copy of the entire package (in one or more files in a format specified by the Town Planner), and the fees paid in full.

1. Locus plan showing the site in relation to the surrounding area.
2. Title block including at minimum: name of applicant, name of preparer, date of plan, revision dates with notation of what the revisions were, scale of the plan, and north arrow.
3. Site layout, showing the boundaries of the parcel(s) in the proposed development, proposed structures, driveways, parking spaces, loading facilities, outdoor storage areas, required setbacks and buffers, fences, walls, walkways, crosswalks, outdoor lighting, and areas for snow storage after plowing.
4. Grading and drainage plan, showing the existing and proposed topography at two foot intervals, plans for handling stormwater drainage, and all wetlands and floodplain areas on the site and within 100 feet of the site. Drainage calculations prepared by a registered professional engineer shall be submitted with the drainage plan. Any development required to obtain approval under site plan review that proposes a cumulative land disturbance of greater than one acre must provide a copy of the submission documents made to Maine DEP for Chapter 500 compliance and if already approved, a copy of the DEP approval.
5. Utility and open space plan, showing all facilities for refuse and sewerage disposal and storage of all wastes, the location of all hydrants, fire alarm and firefighting facilities (including fire lanes) on and adjacent to the site, proposed recreational facilities, and open space areas including archeological or historical features on the site.
6. Landscaping plan, showing the limits of work, existing trees and tree lines, and all proposed landscape features and improvements including screening, planting areas with size and type of stock for each shrub or tree, and proposed erosion control measures (including dust control during construction).
7. Lighting plan, showing the location of all lighting fixtures, the illumination data to show compliance with §4.7.3, Lighting, and detail drawings of the fixtures to be used, including heights.

8. Floor plan, showing the basic layout of various spaces on each floor (office space, retail space, manufacturing space, warehouse space, etc.).
 9. Details as needed to show specific information such as but not limited to cross sections of driveways, roads, parking areas, and sidewalks; lighting fixtures; signage; and drainage facilities.
 10. Location and size of signs and all permanent outdoor fixtures.
 11. Existing zoning.
 12. A narrative describing the project and indicating the number of dwelling units and/or square footage of non-residential buildings categorized by general use (retail, office, warehouse, etc.); the percentage of building coverage and impervious surfaces on the site; the acreage of the site in general categories (residential, commercial, open space, road and utility rights-of-way, etc.); the forms of ownership contemplated for the project and a summary of the provisions for the maintenance of commonly held areas; and an indication of the estimated time required to complete the proposed project and any and all phases thereof.
 13. For projects that generate more than 100 peak hour trips, a copy of the traffic impact analysis submitted to Maine DOT, and if already approved, a copy of DOT's approval.
- 4.1.5.2 Minor Site Plans. Minor site plans shall include all of the information required by §4.1.4.1 with the following exceptions, and waivers may be granted as provided in §4.1.5.4. A complete submission consists of an original plus 5 copies of the plans, two of which must be full size and the remaining may be no smaller than 11"x17" provided they are legible at that size, the application form, a narrative, any supplemental reports or information (e.g. stormwater drainage, light fixture cut sheets), an electronic copy of the entire package (in one or more pdf files), and the fees paid in full.
1. The plan may depict topographical contours at intervals available on maps provided by the United States Geological Survey;
 2. A utility and open space plan is not required unless new utility service lines are proposed, in which case those shall be shown on the site plan;
 3. A landscaping plan is not required unless new or additional landscaping is proposed or is required by the Staff Review Committee or the Planning Board to screen the proposed development from public ways and/or abutting properties;
 4. A floor plan is not required; and
 5. A drainage plan and calculations are only needed when changes to existing systems are proposed.
- 4.1.5.3 Minor Revisions. Two copies of the approved site plan with proposed modification clearly indicated on the plan. Only the sheets with proposed changes need be submitted (i.e. if sheets 2 and 3 of a 6 sheet set include modifications, only sheets 2 and 3 need to be submitted).
- 4.1.5.4 Waivers. The permit granting authority may, upon written request from the applicant, waive or modify any of the submission requirements listed in §4.1.5.1 or §4.1.5.2 provided such waiver or modification will not negatively impact the permit granting authority's ability to make an informed decision on the application, and the permit granting authority must state their reasons for granting any waiver in writing as part of their decision.

4.1.6 Approval Standards.

- 4.1.6.1 Minor Revisions. To be approved, the application must:

1. Comply with the original approval and any approved revisions.
2. Comply with the dimensional requirements for the district in which it lies, or with any variances or waivers granted prior to or as part of the previous approval.
3. Comply with all buffering and screening requirements on the previous approval.
4. Not alter roadway access points.
5. Decrease the number or size of parking spaces or loading areas.
6. Not violate any conditions of previous approvals.

4.1.6.2 Minor or Major Site Plan approval will be granted upon determination by the Staff Review Committee or the Planning Board that the plan is in compliance with the applicable requirements for the zoning district and all other applicable requirements of the Zoning Ordinance, and that it meets the following objectives. The Committee or Board may impose reasonable conditions at the expense of the applicant, including performance guarantees, limiting hours of operation, and other reasonable conditions to promote these objectives.

1. Minimize the volume of cut and fill, the number of removed trees 6" caliper or larger, the area of wetland vegetation displaced, the extent of stormwater flow increase from the site, soil erosion, and threat of air and water pollution;
2. Maximize pedestrian and vehicular safety both on the site and entering and exiting the site;
3. Minimize obstruction of scenic views from publicly accessible locations;
4. Minimize visual intrusion by controlling the visibility of parking, storage, or other outdoor service areas viewed from public ways or premises residentially used or zoned;
5. Minimize glare and light trespass from headlights, outdoor lighting, or signage lighting;
6. Minimize unreasonable departure from the character, materials, and scale of buildings in the vicinity, as viewed from public ways and places;
7. Prevent contamination of groundwater from operations on the premises involving the use, storage, handling, or containment of hazardous substances;
8. Ensure adequate access to each structure for fire and service equipment and adequate provision for utilities and stormwater drainage; and
9. Ensure that no project will exceed the capacity of any public utility (e.g. sewage disposal, water supply, stormwater management system, solid waste disposal, roads, etc.) or will overburden any public service (e.g. public safety, schools, municipal recreation, etc).

4.1.7 Denial. In the event the application does not meet the requirements of this Ordinance or the objectives in §4.1.6 and the applicant refuses to modify the application so it will comply, the permit granting authority may deny the application. The decision shall be in writing and shall clearly state the reasons for denial with sufficient detail to enable the applicant to revise the site revision or site plan to meet the requirements and objectives. There shall be no time penalties against the applicant to file a new site plan application, but said application shall require payment of a new fee.

4.1.8 Appeal. A decision of the Code Enforcement Officer, Staff Review Committee, or the Planning Board may be appealed to the Board of Appeals, pursuant to §6.2.1.

4.1.9 Lapse. Site plan approval shall lapse after two years from the date of approval if construction has not yet begun. Site plan approval may, for good cause, be extended in writing by the permit granting authority upon the written request of the applicant.

4.1.10 Fees. The Town may adopt administrative fees and technical review fees for site plan review.

4.2. Conditional Uses

4.2.1 Purpose. The purpose of this section is to provide for a review of uses which while ordinarily not injurious to the public health, safety, and welfare or detrimental to the neighborhood, may be injurious or detrimental under certain circumstances if restrictions are not placed on how those uses are conducted.

4.2.2 Applicability. All uses specified in §3.1.3, Use Table, as Conditional Uses must receive approval under this section prior to the issuance of a building permit, certificate of occupancy, or certificate of compliance.

4.2.3 Procedure. An application for Conditional Use review must be submitted to the Planning Board in accordance with their published meeting schedule. In cases where site plan review is also required, the two applications may be submitted concurrently and both may be taken up in a single public hearing, however both fees must be paid and the Board must issue separate decisions. All conditional use applications require a public hearing.

4.2.4 Submission Requirements.

4.2.4.1 When an application also requires site plan review, the information required under §4.1 will be sufficient for review for the conditional use application.

4.2.4.2 When an application does not require site plan review, the following information is required to be shown on a sketch plan:

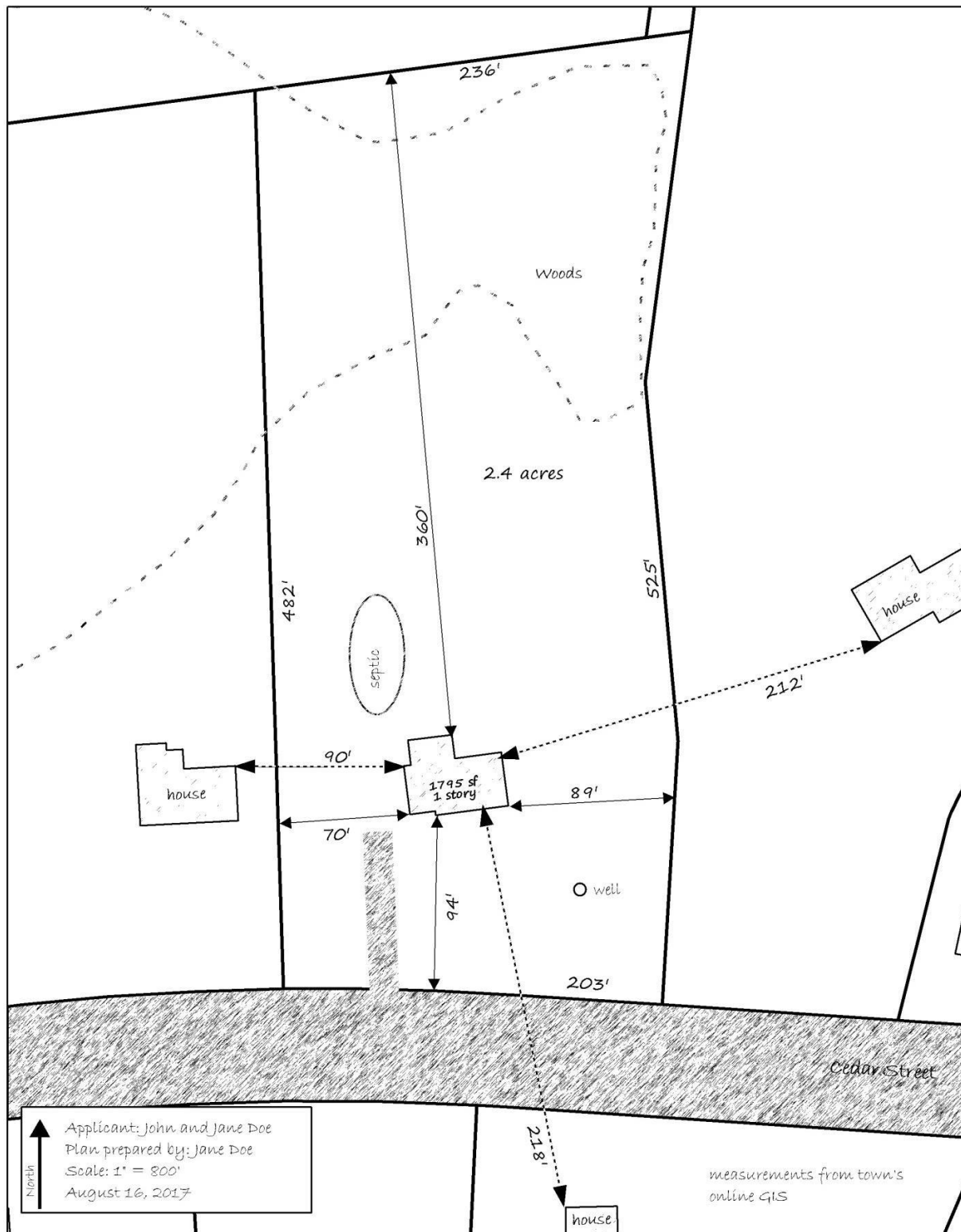
1. Names of the applicant and preparer of the plan.
2. Scale of the drawing and north arrow.
3. Depiction of the property boundaries including their dimensions based on tax map data, the property deed, or a survey.
4. Depiction of existing buildings on the property including their location, approximate shape and size, floor area and number of stories.
5. Distance from the closest point of each building to the closest property boundary; in cases where the distance is within ten feet of the required setback this must be measured accurately and in cases where the distance is greater, an approximation may be used.
6. Approximate distance from each building to buildings on abutting properties, if they are within 300 feet, including a notation as to the use of the building (e.g. house, garage, barn).
7. Features such as fences, sidewalks, driveways, parking areas (existing and proposed), septic systems, wells, wooded areas, and garden areas.
8. Location and frontage on public or private streets, including the name of the street.
9. Additional information that may be pertinent to the specific application may be submitted along with the sketch plan (e.g. a copy of an aerial image of the site, the flood plain as depicted on FEMA maps, or photographs of existing buildings).

4.2.5 Approval Standards. Conditional Use approval shall be granted upon determination by the Planning Board that the application is in compliance with the applicable requirements for the zoning district and all other applicable requirements of the Zoning Ordinance, and that it meets the following objectives.

4.2.5.1 The proposal is consistent with the general purpose and intent of this Ordinance and it will not be detrimental to the health, safety or welfare of the neighborhood or the Town.

- 4.2.5.2 The proposal is compatible with existing uses and development patterns in the neighborhood.
 - 4.2.5.3 The proposal will not create a nuisance to the neighborhood due to impacts such as noise, odors, dust, gas, fumes, smoke, light or other emissions, and the proposed use will be operated in compliance with the performance standards set forth in §4.4 of this Ordinance.
 - 4.2.5.4 The proposal will not create undue traffic congestion nor unduly impair pedestrian safety, and provides safe vehicular and pedestrian circulation within the site.
 - 4.2.5.5 The proposal ensures adequate space onsite for loading and unloading of goods, products, materials, and equipment incidental to the normal operation of the establishment or use.
 - 4.2.5.6 The proposed use will provide adequate and safe provision for the collection, storage, and disposal of all wastes generated or stored on the site.
 - 4.2.5.7 The proposal will not exceed the capacity of any public utility (e.g. sewage disposal, water supply, stormwater management system, solid waste disposal, roads, etc.) to such an extent that the proposed use or any existing use will be unduly subjected to hazards affecting health, safety, or the general welfare.
 - 4.2.5.8 The proposed use will not deny light and air to surrounding properties.
 - 4.2.5.9 The proposal minimizes environmental impacts including erosion, siltation, changes to ground and/or surface water levels (quantity), or changes to ground or surface water quality.
 - 4.2.5.10 The proposed use will not have an adverse impact on spawning grounds, fish, aquatic life, bird or other wildlife habitat.
 - 4.2.5.11 The applicant has adequate financial and technical capacity to meet the requirements of this Ordinance and any conditions imposed by the planning board.
 - 4.2.5.12 For Multi-Family development, the following findings must also be made:
 - 1. The proposed project is not out of character with the area in which it is located;
 - 2. The parking facilities are located away from the areas along the public street(s), or are integral to the buildings (i.e. garages); and
 - 3. The proposed project does not increase the Average Daily Traffic (ADT) of roads within the general area by more than 10 percent in any given year, nor reduce the Level of Service at intersections within the same area to less than a “C” standard as determined by a professional traffic engineer registered in the state of Maine.
- 4.2.6 Conditions.** The Planning Board may impose reasonable conditions to minimize impacts on abutters, safeguard the neighborhood, or otherwise serve the purposes of this Ordinance at the expense of the applicant, including performance guarantees, limiting hours of operation, increased setbacks or more stringent buffer requirements, deed restrictions or restrictive covenants, or other reasonable conditions to promote the objectives listed above. Violation of any of these conditions shall be a violation of this Ordinance.

Sample Sketch Plan for conditional uses that do not also need a site plan (see §4.2.4.2)



4.3. Alternate Frontage Lots

4.3.1 Purpose - It is the purpose of this section of the Ordinance to establish a procedure which would allow for residential development on certain lots which, because of inadequate road frontage, would not otherwise be usable for residential purposes. The lots must meet certain requirements as established in this section of the Ordinance and the development of the lots must be consistent with wise land use planning. This section applies to both existing lots and newly created lots.

4.3.2 Application Procedure - Application for the development of lots under this section shall be made by filing the required building permit application with the Code Enforcement Officer. The application must include plans, drawn to scale, containing the following information:

- 4.3.2.1 Scale of map.
- 4.3.2.2 Name of applicant.
- 4.3.2.3 Boundaries of tract of land.
- 4.3.2.4 Location of existing and proposed buildings and other structures, including use and proposed use thereof.
- 4.3.2.5 Location of buildings on abutting properties or within 500 feet of the property line of the proposed development.
- 4.3.2.6 Location of existing public streets.
- 4.3.2.7 Location of all curb cuts within 500 feet of the curb cut which will result from the development of the lot.
- 4.3.2.8 Location of existing and proposed rights of way, utilities and easements therefor; including sanitary sewerage, water and all electricity.

4.3.3. Approval Standards - A building permit may only be issued if the following conditions are met:

- 4.3.3.1 The lot is of such dimensions that an imaginary square with minimum side dimensions of 200 feet can be accommodated within its borders. Any building that is located on the lot shall be located within the perimeter of such a square.
- 4.3.3.2 No building shall be placed closer to any lot line or right of way boundary than 30 feet. No primary building shall be less than 100 feet from existing dwellings.
- 4.3.3.3 The development of the lot shall cause no unsafe or unhealthful condition. Of particular concern in this regard should be traffic safety.
- 4.3.3.4 The lot shall conform to all dimensional requirements of this Ordinance except road frontage.
- 4.3.3.5 Only single family residential uses shall be allowed on these lots.
- 4.3.3.6 The development of the lot shall not preclude the orderly development of the neighborhood and the community.
- 4.3.3.7 The lot must have at least 66 feet of road frontage.
- 4.3.3.8 Building permits can be issued for existing lots fronting on the cul-de-sac portion of a subdivision provided the standards in this §4.3.3 are met. Lots within proposed subdivisions in the Rural district must meet the frontage requirements of §3.4.1 or §3.4.2.3.

- 4.3.3.9 No more than one dwelling unit may be placed on the lot.

4.4. Performance Standards

- 4.4.1. Odorous Matter** - The emission of odorous or toxic matter in such quantities as to be readily detectable at any point along lot lines so as to produce a public nuisance or hazard is prohibited. Such activities as might produce such emission, or which might produce smoke, dust, or other particulate matter, shall comply with applicable minimum Federal, State and local requirements and detailed plans for abatement shall be submitted to the code enforcement officer for approval before a building permit is granted. Violations of this standard shall be considered a public nuisance.
- 4.4.2. Electromagnetic Interference** - No use, activity, or process shall be conducted which produces electromagnetic interference in the transmission or reception of electrical impulses beyond the lot line, including radio and television. Provided that wireless telecommunications facilities as defined in §7.2 shall be subject to Federal Communications Commission (FCC) requirements, not to provisions of this section with respect to the environmental or health effects of electromagnetic or radio frequency emissions.
- 4.4.3. Fire Safety** - All uses, activities, structures, and processes shall comply with applicable Federal, State and local fire safety standards. Upon request of the code enforcement officer, detailed plans for fire safety shall be submitted for approval before a building permit is granted.

4.5. Nonconformities

4.5.1. General

- 4.5.1.1 Intent - It is the intent of this Ordinance to promote land use conformities, except that nonconforming conditions that were created by the adoption of this Ordinance or amendments thereto, and which were legal at the time of creation, are allowed to continue subject to the provisions of this §4.5.
- 4.5.1.2 Transfer of Ownership – A change in ownership of a property has no bearing on the legality of a nonconforming condition to continue, subject to the provisions of this Ordinance.
- 4.5.1.3 Repair and Maintenance - This Ordinance allows the normal upkeep and maintenance of properties with nonconforming conditions, including repairs or renovations, provided that any expansion of the nonconforming condition complies with the provisions of this §4.5.
- 4.5.1.4 When a nonconformity is created by action of a public body for a taking by eminent domain or a conveyance in lieu thereof, the nonconformity is considered to be legal and is allowed to continue subject to the provisions of this §4.5.

4.5.2. Nonconforming Structures

- 4.5.2.1 Expansions - A nonconforming structure may be expanded upon the issuance of a building permit provided such expansion itself is in compliance with the required setbacks and building height and it does not increase the building coverage or impervious surface amounts on the site to the extent that they exceed the requirements. A nonconforming structure may be expanded upon the granting of a conditional use approval when the expansion will encroach into the required setback no more than the existing structure and on the same side of the building where the existing encroachment is located, provided the building height, building coverage, and impervious surface requirements are met. All other expansions of nonconforming structures require the granting of a variance under the provisions of Article 6.

- 4.5.2.2 Relocation – A nonconforming structure may be relocated to a different parcel provided it will comply with the dimensional requirements for the district at the new location, thus becoming a conforming structure. A nonconforming structure may be relocated within the boundaries of the parcel on which the structure is located provided that the site of the relocation conforms to the setback requirements to the greatest practical extent as determined by the CEO. In no case shall a structure be relocated in a manner that causes the structure to be more non-conforming.

In determining whether a building relocation meets the setback to the greatest practical extent, the CEO shall review the size of the lot, slope of the land, the location of other structures on the property and adjacent properties, the existence and location of a septic system and soils suitable for septic systems.

- 4.5.2.3 Reconstruction or Replacement - Any non-conforming structure which is removed, or damaged or destroyed by more than fifty percent of the market value of the structure before such damage, destruction or removal, may be reconstructed or replaced with a structure that is comparable to the removed, damaged, or destroyed structure, provided that a building permit is obtained within one year of the date of said removal, damage, or destruction. In no case shall a structure be reconstructed or replaced so as to increase the nonconforming condition(s).

Any non-conforming structure which is damaged by fifty percent or less of the market value of the structure, excluding normal maintenance and repair, may be reconstructed in place, provided that a building permit is obtained within three years of the date of damage.

4.5.3. Nonconforming Site Developments

- 4.5.3.1 All site developments legally established prior to the adoption of this Ordinance or subsequent amendment which does not conform to the applicable dimensional requirements, design standards, or any special provisions (e.g. §3.2, specific use standards, or particular sections of Article 4) is allowed to continue.
- 4.5.3.2 Any nonconforming site development may expand provided that all new development (including buildings, parking area, etc.) must meet the applicable dimensional requirements, design standards, and any special provisions (e.g. §3.2, specific use standards, or particular sections of Article 4).
- 4.5.3.3 Any modifications to nonconforming site development must meet the applicable design standards to the greatest extent practicable.

4.5.4. Nonconforming Uses

- 4.5.4.1 Continuance - The use of land or structures which lawfully existed prior to the adoption or subsequent amendment of this Ordinance, may continue although such use is not in conformance with the use provisions of this Ordinance.
- 4.5.4.2 Expansions - Expansions of nonconforming uses are prohibited, except nonconforming residential uses in all districts may be expanded in that accessory structures such as sheds and decks may be added, provided that all dimensional provisions of this ordinance are met.
- 4.5.4.3 Resumption Prohibited - A nonconforming use that has been discontinued for a period exceeding two years, or which is superseded by a conforming use, cannot be re-established. A single family or two family dwelling in a district where it is nonconforming that is vacant and for sale for more than a year is not considered to be a discontinued use.
- 4.5.4.4 Reconstruction - A nonconforming use which is housed in a structure that has been destroyed by fire or other hazard may be re-established provided a building permit is issued within one year

of the destruction. Time incurred in resolving an appeal or other court action or insurance claim shall not be counted as part of the one year limit. Owner Occupied residential structures are exempt from §4.5.4.4.

- 4.5.4.5 Changes of Use - A legally existing nonconforming use may be converted to another nonconforming use upon approval as a conditional use by the Planning Board, provided the Board determines that such change in use will not be substantially more detrimental to the neighborhood than the existing nonconforming use. No use which is more intense in terms of density or type of use than the nonconforming use in existence at the time of application can be approved. The Board may consider issues such as but not limited to traffic, noise, odors, lights, and hours of operation in determining whether the proposed use is more detrimental than the existing use.
- 4.5.4.6 Expansion of Nonconforming Use Mobile Home Parks. Notwithstanding the provisions of §4.5.4 Nonconforming Uses, in order to comply with Title 30-A, §4358 the following provision shall apply to existing mobile home parks located in districts where that use is not permitted. It is not the intent of this ordinance to expressly prohibit existing nonconforming use mobile home parks from expanding in their existing location. Such expansions are subject to the following regulations.
1. Such expansion shall be limited to environmentally suitable locations.
 2. Such expansion shall only be permitted in the context of a total redevelopment of the entire existing mobile home park meeting the requirements found in §4.13 of this ordinance and those found in the Mobile Home Park Ordinance.
 3. Such expansion shall be limited to a one time 50 percent expansion of the existing number of mobile homes located in the mobile home park.

4.5.5. Non-conforming Lots

- 4.5.5.1 A lawfully existing nonconforming lot of record as of the effective date of this Ordinance or an amendment that created the nonconformity, vacant or otherwise, may be built upon, without the need for a variance, provided that all provisions of this Ordinance, except for lot size and frontage, can be met. Variances relating to setback or other dimensional requirements not involving lot size or frontage may be obtained by action of the Board of Appeals. All appeals and variance requests are subject to the provisions of Article 6 of this Ordinance and the Town of Hampden Board of Appeals Ordinance including but not limited to filing deadlines, application requirements, fees, appeal procedures, decisions of the Board of Appeals and subsequent appeals to Superior Court.
- 4.5.5.2 If two or more principal structures or uses existed on a single lot of record on the effective date of the adoption of this Ordinance, each may be sold on a separate lot provided the lots are either served by public sewer or can accommodate a subsurface sewage disposal system in conformance with the State of Maine Subsurface Wastewater Disposal Rules. When such lots are divided, each new lot must comply with the dimensional requirements in §3.4 to the greatest extent practicable.
- 4.5.5.3 Contiguous lots in common ownership.
1. Principal structure on each lot: If two or more contiguous lots are in a single or joint ownership of record at the time of adoption of this Ordinance or an amendment that created the nonconformity, if any of the lots do not meet the dimensional requirements of this Ordinance, and if a principal use or structure exists on each lot, the nonconforming lots may be conveyed separately or together, provided the lots are served by public sewer or can

accommodate a subsurface sewage disposal system in conformance with the State of Maine Subsurface Wastewater Disposal Rules.

2. Principal structure on at least one lot but not all lots: If two or more contiguous lots are in common ownership of record and if any of these lots contain a principal structure and at least one lot is undeveloped, and at least one of the lots does not meet the dimensional requirements of this Ordinance, the lots must be combined to the extent necessary to meet the dimensional requirements.
3. Undeveloped lots: If two or more contiguous undeveloped lots are in common ownership of record and if any of these lots do not individually meet the dimensional requirements of this Ordinance, the lots must be combined to the extent necessary to meet the dimensional requirements.

4.5.5.4 Reduction in Lot Size. Except as expressly provided in this ordinance, no lot shall be reduced in size by conveyance of a portion thereof unless (1) the remaining land meets the minimum dimensional standards required for the zoning district or districts in which that land is located, and (2) the land to be conveyed either meets the minimum dimensional standards requirement or will be conveyed to the owner of abutting property, the Town, or to a conservation organization in conjunction with covenants or similar restrictions that prohibit its development.

4.5.5.5 Division or Alteration of Nonconforming Lots. The boundaries of a lawfully existing nonconforming lot of record (as of the effective date of this Ordinance or amendment hereto) shall not be changed unless the Code Enforcement Officer makes a written determination that the extent of the nonconformity will remain unchanged or will be reduced and that the remainder of the nonconforming parcel otherwise meets the minimum dimensional standards of the zoning district or districts in which that land is located. The Code Enforcement Officer is hereby authorized to require whatever information deemed necessary to make such a determination. The determination must be recorded in the Penobscot County Registry of Deeds within 120 days after its issuance or the determination becomes null and void.

4.6. Cluster Housing - In order to promote the health and general welfare of the community and to preserve and make available open space for recreation, agriculture, and conservation, the Planning Board may grant a developer permission to vary the dimensional requirements of §3.4 in districts in which cluster development is allowed, thus leaving a substantial area free of building sites to become permanent open space. To promote creative designs that will enhance the natural features of the site, individual building lots are not permitted except for single family developments when such lots are optional.

4.6.1. Uses Allowed

- 4.6.1.1 Residential uses as allowed in the Table of Uses for the district in which it is being proposed and subject to §3.2.1 for cluster projects that include multi-family;
- 4.6.1.2 Uses accessory to residential uses as allowed in the Table of Uses;
- 4.6.1.3 Ancillary recreational uses and recreational facilities;
- 4.6.1.4 Agriculture, conservation, and wildlife uses;
- 4.6.1.5 Infrastructure elements such as stormwater or wastewater management facilities that require location within the open space area due to site and engineering considerations; and
- 4.6.1.6 Ancillary maintenance facilities for the overall development (e.g. garage for groundskeeping equipment).

4.6.2 Dimensional Requirements

	<i>Rural</i>	<i>Res A</i>	<i>Res B</i>	<i>Town Center</i>
Tract requirements:				
min size (acre)	20	5	5	2
min frontage (feet)	100	50	50	50
min setbacks & buffers (feet):				
setback (front/all others) ¹	100/75	50/50	50/40	100/40
buffer (front/all others)	85/60	40/40	40/30	80/30
max density (dwelling units/acre):				
single or two family	1.5	3	4	4
multi-family	2	NA	8	8
Individual lot requirements ² :				
lot size (sq ft)	8,000	8,000	7,000	5,000
frontage (feet)	50	50	40	35
front setback (feet)	20	20	15	15
other setbacks (feet)	10	10	8	5
Footnotes:				
1. Accessory structures must be set back from the tract boundary a minimum of 30 feet in all cases.				
2. Only applicable in developments where there are individual lots proposed for each residential structure, restricted to single family developments.				
3. The frontage for lots on a cul-de-sac where the roads are proposed to be publicly owned must be a minimum of 75 feet unless there are designated areas reserved for snow storage within the cul-de-sac area.				

4.6.3. Maximum Number of Dwelling Units Allowed - The maximum number of dwelling units permitted within a cluster development shall be determined as follows:

4.6.3.1 Base units: Using the maximum density from §4.6.2 and the acreage of the tract, calculate the base number of dwelling units. For proposals with both single/two family and multi-family unit types, first calculate the percentage of the acreage used for each type of development of the total developed acreage, then apply those percentages to the total tract acreage, then apply the densities from §4.6.2 to those acreage figures, then add the resulting number of units together to arrive at the base number of units for the entire development.

4.6.3.2 Bonus Units:

1. For dedication of more than 30% of the tract in permanent open space: 5% or
2. For dedication of more than 50% of the tract in permanent open space: 10%; and
3. For provision of public access to trails in the open space that connect to existing trails on abutting properties: 5%; and
4. For provision of at least 10% of the dwelling units reserved for households with 80% or less of the median household income for the most recent period for the town of Hampden as reported by the US Census Bureau: 5%. When this bonus is used, the developer is required to create a homeowner's association or similar permanent organization that is charged with the responsibility of enforcing the income limits on these units, which can be done "in-house" or contracted out. For developments where the units will be sold to the occupants (as opposed too leasing or renting), the income limits apply at the time of purchase of the unit and not to future income of the property owner. The homeowner's association is

required to submit a report showing proof of compliance with the income limits for affected units on an annual basis.

4.6.4. Common Open Space

- 4.6.4.1 Every cluster development must provide open space for the explicit purpose of providing recreational amenities and undeveloped land for permanent protection and the use and enjoyment of the residents now and in the future. This open space is exclusive of the tract buffer.
- 4.6.4.2 The amount of open space required is based on the number of dwelling units in the project and the zoning district in which it is located, as provided below.

	Open Space Acreage Required Per Unit		
	SF individual lots	SF without lots	Multi-family
Rural	0.2	0.3	0.25
Residential A	0.08	0.1	NA
Residential B	0.045	0.07	0.05
Town Center	0.08	0.09	0.05

- 4.6.4.3 A maximum of 50% of the common open space acreage may be wetlands. Additional wetlands may be included in the open space area to ensure permanent protection of these important resource areas, but they will not be counted toward the open space requirement for the development.
- 4.6.4.4 A maximum of 30% of the required open space area may be occupied by water supply, sewage disposal, or stormwater management facilities. Linear elements are to be measured as follows: if it is within an easement, the entire area of the easement is counted, and if it is not within an easement, a corridor ten feet wide centered on the linear element (pipe) is counted. For non-linear elements (e.g. stormwater pond or septic system including leach field), the area measured by the outermost boundary of the element is counted (e.g. the toe of a slope for a stormwater pond surrounded by a berm). If needed, easements must be established to ensure maintenance of the utility.
- 4.6.4.5 Amenities: Every cluster development must include at least one recreational amenity within the open space area, such as but not limited to a walking trail, playground, picnic area, ballfield, court, or gazebo. Amenities may be open to the general public and should serve the needs of the residents of the development (e.g. it is more sensible for a cluster development marketed toward older residents to have walking trails as opposed to ball fields).
- 4.6.4.6 Ownership and restriction of future development: common open space areas must be owned by the homeowners association for the development, the Town of Hampden, a land trust, or another similar organization that will provide permanent protection. In all cases, such protection must be enhanced by either a permanent deed restriction which includes language to require Planning Board approval for alteration or removal of the deed restriction or a conservation easement must be recorded and referenced on the plans and applicable deeds to prohibit future subdivision of the common open space and to prohibit any development other than accessory structures for permitted recreational uses, infrastructure elements, or maintenance facilities.
- 4.6.4.7 Location: in so far as possible, the common open space areas should be contiguous within the development and should connect to open space on adjacent parcels. Small areas of fragmented open space will not be counted toward the open space requirement.

- 4.6.4.8 Maintenance: the developer is responsible for the maintenance of the common open space and any amenities or utilities within the open space until such time as a homeowners association or other entity is established and the maintenance responsibility is transferred to them.
- 4.6.4.9 Rules Governing Home-Owners Associations or Open Space Trusts - If a homeowners association or open space trust specifically and only for the development is formed, it shall be governed according to the following regulations:
1. The organization shall be formed by the developer and be operating, with financial subsidization by the developer if necessary, before the sale of any lots within the development.
 2. Membership in the organization is mandatory for all purchasers of homes therein and their successors.
 3. The organization shall be responsible for maintenance, insurance, and taxes for common open space and any improvements within the open space.
 4. The members of the organization shall share equitably the cost of maintaining and developing common open space and property in accordance with procedures established by them.
 5. The organization shall have or hire adequate staff to administer common facilities and maintain the common open space.

4.6.5. Tract Buffers

- 4.6.5.1 All cluster housing developments are required to provide a buffer along all tract boundaries per the table in §4.6.2.
- 4.6.5.2 Any existing vegetation which provides a dense buffer must be retained.
- 4.6.5.3 Any area of the required buffer area which has no existing buffering vegetation must be planted with trees or shrubs to provide a dense buffer, per the standards in §4.7.2.4.2.
- 4.6.5.4 Notwithstanding the above, roads and associated utilities (water or sewer lines, electric or communications cables, or other linear utilities) may be located within the tract buffer provided no portion of the physical improvement, easement, or right-of-way is located within 25 feet of the tract boundary and the encroachment area is minimized. The remaining buffer in these locations must have permanent dense vegetation, whether existing or planted or both. However, an entrance road may be located in any portion of the tract buffer when either the Hampden DPW or Maine DOT requires such a location for the intersection with the existing public road, from the intersection into the site to the shortest distance necessary to move the road out of the buffer. The intent of this provision is to allow flexibility to account for tract configuration and the location of natural features on the site.
- 4.6.5.5 The required buffer area must be protected from development and from removal of vegetation by deed restrictions covering the entire buffer area. For cluster developments with individual lots for single family homes, the deed for each lot that has buffer located on the lot must include such a restriction to prevent the property owner from removing buffer vegetation. In such cases, the required minimum lot size for individual lots per §4.6.2 must be outside of the buffer area. The Homeowner's Association or equivalent is responsible for enforcement of these deed restrictions. The Town's Code Enforcement Officer has the authority to enforce this requirement.
- 4.6.5.6 Notwithstanding the above requirements, the Planning Board has the option, upon the written request of the applicant, to approve an alternative method (e.g. fence vs. dense vegetation) or to reduce the depth of the buffer up to a maximum of 50 percent of the requirement for a distance along the boundary up to a maximum of 20 percent of the total length of the perimeter buffer

(i.e. the entire perimeter of the tract, not just the boundary line in question). The Board must make a finding that such a change in method or reduction in depth would result in a design that would provide some public benefit, such as but not limited to additional housing units targeted for moderate income households, or more land included in the common open space and specifically designated for trails within the buffer that will be built by the developer prior to issuance of the Certificate of Compliance, or an increase in the buffer depth in other locations of the proposed development adjacent to existing developed areas.

4.6.6. Private Road Cluster Housing Development When an applicant proposes a single family cluster housing development with individual lots that will have all roads and infrastructure privately owned and maintained, the following provisions apply.

- 4.6.6.1 The development must comply with the minimum Tract Requirements in §4.6.2 and no reductions to the buffer requirements per §4.6.5.6 are allowed.
- 4.6.6.2 The development must provide a minimum number of housing units of no less than 1 dwelling unit per acre in the Rural district, 2 dwelling units per acre in the Residential A district, and 3 dwelling units per acre in the Residential B and Town Center districts.
- 4.6.6.3 The following open space provisions are not applicable: §4.6.4.2, 4.6.4.3, and 4.6.4.4.
- 4.6.6.4 All roads, stormwater management facilities, sewer infrastructure, water supply infrastructure for both potable and fire suppression purposes, recreational amenities, and any other similar infrastructure must be owned and maintained in perpetuity by the developer, property owner, homeowners association, or their successors.
- 4.6.6.5 The development may be designed with individual lots that are less than required in §4.6.2 under Individual Lot Requirements, and with any amount of open space provided a minimum of 10% of the tract is designated as open space exclusive of the tract buffer.
- 4.6.6.6 Language stating the roads and other infrastructure within the cluster subdivision are to remain private in perpetuity must appear on the final subdivision plan to be recorded at the Registry of Deeds, in the deeds to parcels containing the infrastructure, and in the homeowners association documents.

4.7 Design Standards

4.7.1 Off-street Parking, Loading, and Drive-through facilities

- 4.7.1.1 Number of parking spaces: No land shall be used and no building or structure shall be erected, enlarged or used unless the requirements specified in the table below are met. Where the computation of required parking or loading spaces results in a fractional number, the result is to be rounded up when the fraction exceeds one-half. No required parking space shall serve more than one use, unless approved under §4.7.1.5.

Table of Parking Requirements		
Use	Number of Required Spaces	Comments
Residential uses	2 per dwelling unit	accessory apartments are required to have 1 space. Multi-family development may add a maximum of 0.25 space per unit for guest parking
Congregate care facility	1 per dwelling unit	
Lodging or rooming house, hotel, motel, or inn	1 per room for let	any facility that includes a permanent residence for the owner or operator must also provide 2 spaces for that residence
Hospital or nursing home	.33 per bed	
Medical office or clinic	1 per 200 sq. ft. GFA	
Medical marijuana dispensary or methadone clinic	1 per 200 sq. ft. GFA plus .5 per employee	
Daycare	.25 per child plus 1 per employee who does not reside on the premises	includes all types of day care establishments
Preschool	.33 per student	
School, post-secondary or commercial	.5 per student	
Place of worship	.33 per seat, or 1 per 150 sq. ft. GFA if no seats	for bench seating, 2 linear feet of bench equals 1 seat
Private Event Venue	.5 per person plus 1 per worker (direct employee or outside employee e.g. caterer, band) at maximum capacity of the venue as approved by the Planning Board	
Retail sales	1 per 200 sq. ft. GFA	minimum 5 spaces
Office	1 per 250 sq. ft. GFA	
Auto service	4 per service bay	for drive-through service, 2 spaces per service bay
Restaurant, bar, pub, or tavern	1 per 100 sq. ft. GFA plus 1 per 100 sq. ft. gross area used for outdoor dining	applies to all types of restaurants
Place of assembly	.33 per seat, or 1 per 150 sq. ft. GFA if no seats	for bench seating, 2 linear feet of bench equals 1 seat
Industrial	1 per 1,000 sq. ft. GFA	minimum 5 spaces
Warehouse	1 per 2,500 sq. ft. GFA	
All other uses	To be determined by the permit granting authority based on similar uses or on applicant submitted data.	

- 4.7.1.2 Maximum number of spaces: The maximum number of spaces shall not exceed 110% of the number of spaces required by §4.7.1.1.
- 4.7.1.3 Where multiple uses exist on a single lot or within a single building, the parking requirement shall be computed for each use separately and added together. (For example, a motel with a restaurant would be required to provide parking for both the motel units and for seating capacity of the restaurant.)
- 4.7.1.4 A minimum of 50% of the required parking must be located on the same lot as the use which it serves, and any remaining required parking may be located on another lot provided the parking is within 500 feet of the use and a permanent parking easement is provided in favor of the use/building which requires said parking. For developments within the Town Center district, off-site parking may be public parking located either on-street or off-street.
- 4.7.1.5 Shared parking:
1. Within a single development: Within the Town Center district, developments with multiple uses may share spaces among the uses to the extent reasonable (e.g. parking demand times differ between uses), provided the permit granting authority finds there will be no detrimental impact on abutting properties and no projected increase in on-street parking in the immediate area of the subject development.
 2. Between developments. Within the Town Center district, abutting properties (separate developments) may share off-street parking spaces, provided both property owners sign a cross-access/shared parking agreement and the permit granting authority finds there will be no detrimental impact on abutting properties not involved in the shared parking, and no projected increase in on-street parking in the immediate area of the subject properties will occur.
- 4.7.1.6 Parking area design and location.
1. Parking lot buffer area: All parking lots with five or more spaces must provide a class 1 buffer per §4.7.2 within a strip of land of a minimum width in accordance with the following:

<i>Zone</i>	<i>Street</i>	<i>Side/Rear</i>	<i>Principal Building</i>
BB, IA, I, I2	20'	10' *	5'
B, BR, CS, INT, TC	10'	5' *	3'
RA, R, S	10'	5'	NA
RB	10'	10'	5'
* Where abutting a residential district or use, double the distance.			

2. Parking space size. Each parking space shall measure a minimum of 9 feet wide by 20 feet long exclusive of drives and maneuvering space. For angled parking, the length may be reduced according to industry standards.
3. Parking areas for five (5) or more cars shall be designed with enough maneuvering space so that vehicles need not back into a public way.
4. Width of Drive Aisles. For parking lots designed with 90 degree stalls (perpendicular parking), minimum of 24 feet. For parking lots designed with 60 degree stalls, minimum 16 feet, with one-way traffic flow. For parking lots designed with 45 degree stalls, minimum 12 feet, with one-way traffic flow. For parking lots designed with angle parking differing from these, the aisle width shall be the same as that for the next higher angle design.

5. Parking lots should be designed with the drive aisles perpendicular to the building to enhance pedestrian access and safety.
 6. Parking lots to serve newly constructed structures or additions shall be a level, uniform, dust free surface constructed of concrete, bituminous asphalt, brick or pavers, or other similar material. Parking lots to serve pre-existing (as of May 1, 2017) structures, including new or expanded uses within said structures, may be constructed of alternate materials such as hard packed dirt or gravel upon a finding by the Code Enforcement Officer that this method of construction will not affect public safety and is otherwise in compliance with the provisions of this Ordinance.
 7. Parking lots serving uses in the Rural district that will be used on an intermittent or seasonal basis may be laid out to utilize field areas without need to comply with the design requirements above, if the permit granting authority finds the proposal will serve the use without creating any negative impacts on abutting properties or public roads or stormwater management systems.
 8. No parking area shall be illuminated in such a way that it causes glare for motorists, pedestrians, or neighboring premises, as specified in §4.7.3.
 9. Parking Area Access. All parking areas shall have access to the street in conformance with the following design standards, and shall require approval from the Department of Public Works:
 1. Width of the driveway shall be a minimum of 15 feet and a maximum of 24 feet;
 2. Maximum grade of 12 percent, with the exception that within 40 feet of the intersection with the public way the grade shall not exceed 5 percent;
 3. The apron area between the front property line and the public way must be paved with 3 inches of bituminous concrete (in two layers of 1 ½ inches each) over a minimum of 12 inches of compacted gravel, except when the permit granting authority approves a parking lot in the Rural district under item 7 above; and
 4. Culverts or other drainage facilities to control storm water run-off within the public right-of-way shall be installed by the property owner at his/her own expense, after review and approval by the Director of the Department of Public Works.
 10. Handicapped Parking. Any building or facility constructed as a place of public accommodation, a place of assembly, a place of employment or a dwelling unit which is designed to be handicapped accessible shall provide handicapped parking in accordance with the following standards:
 1. Minimum number: one off-street handicapped parking space must be provided for every 25 off-street parking spaces required under §4.7.1.1.
 2. Access aisle: a minimum five foot wide access aisle adjacent to the space, which may be shared by two handicapped parking spaces.
 3. Location: All handicapped parking spaces must be located within the shortest barrier free accessible route to a handicapped accessible entrance to the building or facility.
 11. Landscaping. Parking lots with 50 or more spaces must provide landscaped traffic islands to control traffic flow and define parking space rows, and must contain a minimum of one tree at least two-inch diameter at breast height per ten parking spaces, to be planted in landscaped islands of a minimum of 40 square feet per tree, or within 5 feet of the edge of the parking area.
- 4.7.1.7 Pre-existing parking lots. Notwithstanding the requirements above, a site development established prior to the adoption of this ordinance for which a change of use is proposed must meet the parking space requirements of §4.7.1.1 for the new use to the maximum practical extent as determined by the Code Enforcement Officer, provided that at least 75 percent of the

required parking spaces are provided, either on-site and off-site. Determination of the number of parking spaces in parking lots where spaces are not delineated shall be based on the traditional usage of the parking lot.

- 4.7.1.8 Off-street Loading. Adequate loading facilities must be provided for all business, commercial, and industrial uses. Since there is significant variability among uses, the size and number of spaces should be proposed by the applicant but the permit granting authority reserves the right to require more if there is evidence to indicate the proposed facilities are inadequate. Not all businesses are required to provide loading facilities; those without specific need for shipping/receiving areas are not required to provide them. No loading space may be located within any setback or buffer area, and loading spaces must not be located where trucks will be required to back up in a public street.
- 4.7.1.9 Drive-through facilities. All businesses and restaurants with drive-through facilities are subject to the following standards.
1. Drive-through windows, ATMs, or other devices by which a customer may conduct business shall not be located in the street yard space or in front of the principal use building.
 2. Drive-through businesses shall have direct access to principal arterials, minor arterials or major collectors as identified in the Federal Highway Functional Classification Map. Notwithstanding this requirement drive-through businesses may be an element of a group development which has direct access to said street types.
 3. Drive-through business shall not be located within any building located in a Historic District that the Historic Preservation Commission determines is a “contributing structure”, nor shall they be located on a “historic landmark” or within a “historic site” as defined in the Hampden Historic Preservation Ordinance.
 4. Extent. That portion of a site development that is solely related or dedicated to the drive-through lanes, windows, and roof structures covering the drive-through area shall not cover more than ten percent of the lot.
 5. Driveway Curb Cuts. A drive-through business shall not be designed with multiple driveway curb cuts except as authorized by the Planning Board through site plan review. Two curb cuts may be considered where one serves as an entrance to the site development and one serves as an exit. Curb cuts shall be located such that neither the vehicles entering or exiting the site nor vehicles standing in a related off-site center turn lane would create conflicts with vehicles utilizing neighboring curb cuts.
 6. Site to Accommodate Larger Vehicles. A drive-through business shall be designed to accommodate class A commercial delivery vehicles. The purpose of this provision is to provide adequate radius, lane widths and other design considerations so delivery vehicles entering the site can circle and leave the site without backup. This provision does not require drive through queues, windows and overhangs to be designed to accommodate class A vehicles for service direct to the vehicle.
 7. Maneuvering space shall be provided in the rear or side yard.
 8. The radius of drive through lanes shall be a minimum of forty-five (45) feet.
 9. Drive-through vehicular queue requirements:
 1. Each service window or ATM shall be considered as a separate activity which must meet the queue requirements of this section. However, where two or more windows are used in tandem, they shall be treated as one.
 2. The design standard for a single space in a queue shall be 9 feet in width and 18 feet in length.

3. Queue lanes shall be designed with a tandem bypass lane to allow vehicles to exit the queue and leave the site.
4. Queue lanes shall be designed to not interfere with ingress and egress to the site, vehicle maneuvering areas, or customer parking.
5. ATMs shall require five queueing spaces. Service windows and remote tellers shall require a minimum of eight queueing spaces.
6. A minimum of 180 feet total driveway stacking area must be provided between the entrance curb of the site development and any drive-through window or speaker device for fast-food establishments and other intensive uses as may be determined by the Planning Board.
7. Both the queuing lane and the drive-through window shall be at least 50 feet from any residentially zoned property, and for fast-food establishments, at least 100 feet from any residential dwelling (see §3.2.24).
8. The queue lane shall provide an area for two vehicles to wait just beyond the drive-through service window for services or products not immediately available. This area shall not be considered parking spaces but rather part of the drive-through queue. Notwithstanding this regulation if the location of this waiting area conflicts with Zoning District regulations or the Historic Preservation Ordinance the Planning Board may approve alternative locations for such spaces.
10. Site design and layout shall minimize impacts to traffic circulation on adjacent public streets; where impacts cannot be avoided, the applicant shall be required to mitigate such impacts by making improvements to public roadways, including but not limited to the addition of center/ turn lanes, breakdown lanes, widening, or other measures to mitigate unavoidable impacts to adjacent roadways. If an MDOT Traffic Permit is required for the drive-through use, the Town shall coordinate its traffic mitigation recommendations for the site development with MDOT at the MDOT Traffic Permit scoping meeting. However, securing an MDOT Traffic Permit shall not relieve applicants from demonstrating that the traffic and safety considerations found in this Ordinance are met.
11. Landscaping. Drive-through facilities shall be buffered with landscaping pursuant to §4.7.2, Buffers and Landscaping. Where abutting residential districts, such buffer must include a solid wall or fence of at least six feet in height.
12. Signs associated with a drive-through facility must comply with the provisions of §4.7.5, Signs.
13. All utilities associated with a drive-through facility must be entirely enclosed or buried.

4.7.2 Buffers and Landscaping

- 4.7.2.1 Purpose. The purpose of a buffer is to provide aesthetically acceptable visual and spatial separation between adjacent land uses, thereby enabling the juxtaposition of land uses of different types by minimizing negative impacts that a land use will impose on its neighbors. Landscaping on a site is meant to minimize the visual effect of the bulk and height of buildings, structures, parking areas, lights, and signs, as well as to minimize the impact of the use on natural resources.
- 4.7.2.2 Applicability. Whenever a non-residential or multi-family residential building is constructed or enlarged or such use is authorized or extended, a buffer designed to mitigate the impact of the more intense use on the abutting properties shall be provided in accordance with this §4.7.2. Where two or more classes of buffers are required, the stricter requirement shall apply.
- 4.7.2.3 Existing vegetation. When a property line where a buffer is required is wooded or has significant existing vegetation that will not be removed for the development, the permit granting authority may waive the buffer requirements. Where existing vegetation is located on the

abutting property, the permit granting authority may waive the requirement only upon receipt of a written statement from the abutting property owner waiving his/her right to have the required buffer installed as part of the development.

4.7.2.4 Classification of buffers.

1. Class I Buffer is either: 1) a hedge or buffer at least five feet wide consisting of densely planted shrubs or trees, at least four feet in height at the time of planting, and eventually reaching a mature height of at least six feet; or, 2) a wall or fence at least six feet in height, but not exceeding eight feet, which provides an effective visual barrier.
2. Class II Buffer is a buffer at least 25 feet wide of which a 10 foot width shall be vegetated with trees and/or shrubs (existing or planted) at least four feet in height at the time of planting, and eventually reaching a mature height of at least six feet.
3. Class III Buffer is a buffer at least 50 feet wide of which a 25 foot width shall be vegetated with trees and/or shrubs (existing or planted) at least four feet in height at the time of planting, and eventually reaching a mature height of at least six feet.

4.7.2.5 Location of Class I Buffers.

1. All off-street parking areas containing five or more spaces and all outdoor off-street loading areas must provide a buffer on each property line abutting any residential district or any public or private street or way.
2. Any non-residential use in a residential district must provide a buffer along each property line abutting a residential use.
3. Any commercial or industrial use must provide a buffer along each property line abutting a residential use or district.
4. Any drive-through facility must provide a buffer along any property line adjacent to any part of the drive-through portion of the site.

4.7.2.6 Location of Class II Buffers

1. Any use in a commercial or industrial district in excess of 5,000 square feet in floor area, or one acre in land development, must provide a buffer along each property line abutting a residential use or district, unless located in an industrial or business park where a perimeter buffer exists.
2. A buffer must be provided along the perimeter of an industrial or business park (front, side, and rear boundaries of the tract).
3. Any multi-family development of 50 units or more must provide a buffer along each property line abutting a residential use or district.

4.7.2.7 Location of Class III Buffers

1. Any multi-family development of 100 or more units must provide a buffer along each property line abutting a residential use or district.
2. Any non-residential or multi-family residential development in the Business B district must provide a buffer along any boundary line adjacent to a residential district.

4.7.2.8 Installation of buffer. An occupancy permit or certificate of compliance shall not be issued for the project until the required landscaping is complete or until a certified check for the amount of one hundred twenty-five (125%) percent of any unfinished work is accepted by the Town Manager.

4.7.2.9 Maintenance of buffers. All buffers required by this section or by condition of approval must be maintained to ensure the purpose of the buffer is sustained. If buffer vegetation dies off or is

otherwise removed to the extent where the buffer is no longer serving its intended function, the Code Enforcement Officer may find a violation of the approval exists.

4.7.3 Lighting

- 4.7.3.1 Purpose. The purpose of this section is to provide standards for the lighting of non-residential and multi-family residential developments so as to reduce traffic safety hazards and protect property values and the aesthetic appearance of the town.
- 4.7.3.2 Applicability and Standards. All non-residential and multi-family residential developments which are required to obtain site plan approval shall meet the following outdoor lighting standards:
1. The luminaries/lighting fixtures shall be a shoe box type or decorative in nature (with interior directional shields), with the architectural theme of the development. All luminaries/lighting fixtures must provide a total cutoff of all light at less than 76 degrees from vertical, except as provided below. The lighting source (lamp) must only be visible from below.
 2. Reflectors of proper distribution shall be selected for maximum efficiency. Reflectors and shielding must minimize to the greatest extent practicable light spilling over to adjacent properties.
 3. The luminaries/lighting fixtures must not exceed 35 feet in height, unless a greater height is shown by the applicant to result in a lesser impact on surrounding properties, roads, and sky glow. The luminaries/lighting fixtures for sidewalks or paths must not exceed 12 feet in height.
 4. Where wall-pack type luminaries/lighting fixtures are utilized, the fixture must be equipped with a prismatic lens to reduce glare. Wall-pack lighting must be designed to a maximum cutoff of 70 degrees from vertical. The location of the wall-pack on the structure must not exceed 20 feet from the ground directly below the fixture.
 5. All luminaries/lighting fixtures are restricted to a maximum footcandle level of 8.0 (initial), as measured directly below the fixture at grade.
 6. Lighting fixture wiring must be installed underground.
 7. All lighting on a non-residential site must be reduced in intensity by a minimum of 50% within one hour of closing, and remain at such reduced intensity until within one hour of opening.

4.7.4 Architectural design: In the Business B and Town Center districts, non-residential or multi-family residential buildings that are constructed, reconstructed, moved, or structurally altered must comply with the following standards:

- 4.7.4.1 Roof pitch: minimum pitch of 6 in 12, or a pitch consistent with adjacent structures, or for buildings with a footprint larger than 10,000 square feet the rooflines of the street façade(s) must have an appearance similar to that of a pitched roof.
- 4.7.4.2 Exterior siding: brick, masonry veneers, wood siding, wood shingles, aluminum or vinyl siding simulating a clapboard pattern, or hardboard siding. Where adjacent buildings are within 100 feet, siding material should be consistent with those existing buildings. Inconsistent architectural elements created by illumination, form or color are not permitted. For buildings with a footprint larger than 10,000 square feet, the street façade(s) must comply with this standard while other façades may use other siding materials.

- 4.7.4.3 In order to evaluate consistency with these requirements, the site plan submission must include elevation drawings and illustrations to show how the above standards are met.

4.7.5 Signs. Signs provide vital information to the public, assist in the response and rescue of public safety and engender a sense of place. The following provisions shall apply to signs and billboards in all districts where permitted.

4.7.5.1 Off-Premises Signs - No off-premises signs shall be erected or maintained in the Town of Hampden except in conformity with 23 *MRSA section. 1901-1925 the Maine Traveler Information Services Law*. Off-premises official business directional signs may be located in the Town of Hampden in such locations and in such a manner as allowed under 23 *MRSA sections 1901-1925* and under the rules and regulations of the State of Maine Department of Transportation. Provided, however, that off-premises official business directional signs for Use of a Residence for Business Purposes are prohibited. Authorization for official business directional signs shall be obtained from the Code Enforcement Officer.

1. Exception for property identification numbers - Each residential premises is allowed a mailbox with the identification number of the property clearly marked on it. If the mail box is on the opposite side of the street of the house or if there is no mailbox, the premises is also allowed an MDOT approved sign post, or similar structure, with numbers that meet the standards of subparagraph a below. Such signs are also allowed on an adjacent parcel with written permission of the landowner.
 1. All non residential uses must display the identification number of the property. The area required by the number is not included in the calculation of the total square footage of the sign.
 2. Approved address numbers shall be placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (102 mm) high with a minimum stroke width of 0.5 inch (12.7 mm).
2. Exception for industrial subdivision entrance sign - In Planning Board approved Industrial Subdivisions a sign marking each public street entrance shall be permitted. Such signs shall be limited to 70 square feet per face and shall only contain the name of the subdivision, the name of the public subdivision's street, and owner identification information. The sign may be located in the raised median of the entrance street provided that it is at least 20 feet from the nearest perpendicular traveled way and the sign itself creates no visual barrier from the ground up to a height of 6 feet.
3. Exception for industrial subdivision directory sign - In Planning Board approved Industrial Subdivisions a directory sign marking tenants in the subdivision located near each public street entrance shall be permitted. Such signs shall: be unlighted, be limited to 50 square feet per face, not exceed five feet in height, and shall only contain the name of subdivision, information about the subdivision's management, and the name and address of each subdivision's tenant. The sign may be located in the public right of way provided that it is at least 100 feet from the entrance and does not create a visual barrier to individual lot entrances.
4. In order to promote the use and enjoyment of the Waterfront Park and uses within the Waterfront district, such uses and businesses within said district shall be permitted to have signage located on Main Road North (Route 1A) in the vicinity of Marina Road subject to the following conditions:
 1. One freestanding sign structure is permitted, on which all signage for the Waterfront district shall be installed.

2. The signage may be double-faced, and the cumulative area shall not exceed 50 square feet per side, exclusive of the sign structure.
3. Each individual sign for a non-municipal entity shall not exceed 15 square feet in area (per side for a double faced sign).
4. The maximum height of the sign shall not exceed 15 feet in height from the ground level under the sign.
5. Lighting of the sign shall only be by an externally located steady stationary white light source, shielded and directed solely at the sign.
6. If located on private property, the owner of the property must have given permission in writing to allow the installation of the sign.
7. Authorization for placement of a sign under this section shall be obtained from the Code Enforcement Officer.

4.7.5.2 On-Premises Signs - All on-premises signs shall be located and erected in conformity with State Law (23 *MRSA sections 1901-1925*). In addition the following regulations apply:

1. Visual obstruction - No sign shall be erected adjacent to any public way in such a manner as to obstruct clear and free vision or where, by reason of its position, shape, color, illumination, or wording, the sign may interfere with, obstruct the view of, or be confused with any authorized traffic sign, or device or otherwise constitute a hazard to pedestrian or vehicular traffic.
2. Sign Illumination – Sign illumination is permitted in all districts, except on properties used for residential purposes, as long as it conforms to 4.7.5.2.1.
3. Visual distraction - Flashing, moving, or animated signs are prohibited.
4. Height limit - No sign shall exceed twenty-five (25') feet in height.
5. Size limit - No sign shall exceed the maximum sign size for the district in which the sign is placed. Freestanding signs are sized on the basis of one sign face. Except that signs located on-premises but greater than fifty (50') feet from a building and visible from Interstate 95 shall be limited to one sign and shall not exceed one hundred fifty (150) square feet in area or the maximum sign size allowed in the district, whichever is less. Such signs, visible from Interstate 95, shall have no panel dimension greater than twenty (20') feet.
6. Neighborhood nuisance - No sign shall be maintained in a manner in which the operation or illumination thereof may cause nuisance or undue distraction to nearby residents or occupants.
7. Roof signs - Roof signs shall not extend more than ten (10') feet above the roofline.
8. Changeable Signs – Are Permitted in all districts, except on properties used for residential purposes.
 1. “Changeable Sign” means an on-premises sign created, designed, manufactured or modified in such a way that its message may be electronically, digitally, or mechanically altered by the complete substitution or replacement of one display by another on each side.
 2. “Display” means that portion of the surface area of a changeable sign that is or is designed to be or is capable of being periodically altered for the purpose of conveying a message.
 3. “Message” means a communication conveyed by means of a visual display of text, a graphic element or pictorial or photographic image.
 4. “Sign Assembly” means the display, border, trim and all supporting apparatus including posts, columns, pedestals and foundation.
 5. “Time and Temperature Sign” mean a changeable sign that electronically or mechanically displays the time and temperature by the complete substitution or replacement of a display showing the time with a display showing the temperature.

6. The display on each side of a changeable sign:
 - a. May be changed no more than once every 10 seconds;
 - b. Must change as rapidly as technologically practicable, with no phasing, rolling, scrolling, flashing, display continuous streaming of information, video animation or blending;
 - c. May consist of alphabetic or numeric text on a plain or colored background and may include graphic, pictorial or photographic images.

4.7.5.3 Permitted Signs Not Requiring a Permit – The following on-premises signs shall be permitted in all districts without a permit:

1. Real estate signs - The following signs relating to the sale, rental or lease of a premises may be displayed on the premises of a premises which is available for sale, rent or lease.
 1. A single freestanding sign, not over five (5) square feet in area.
 2. A single wall sign not over three (3) square feet in area.
 3. All such signs shall be removed when PURPOSE IS FULFILLED.
2. Posting signs - Signs relating to trespassing and hunting.
3. Residential identification signs - A single sign denoting the name and/or address of the occupants of residential premises, such sign shall not exceed four (4) square feet in area. Or one sign naming the premises where located. Such sign shall not exceed six (6) square feet if it is a wall sign, or four (4) square feet if it is a freestanding sign. (Examples: Twin Oaks, Fox Fire, Kinsley House, etc.).
4. Tradesman signs - A single sign, placed on the premises where construction, repair, or renovation is in progress, which denotes the architect, engineer, contractor, and/or funding source for the work in progress. Such sign shall not exceed sixteen (16) sq.ft. in area and shall be removed when the work is completed. Federal and state government-mandated signs are exempt.
5. Traffic signs - Signs providing traffic and directional information to the public.
6. Customary Home Occupation or Home Based Contractor sign - In place of the sign allowed in §4.7.5.3.3 above, approved customary home occupations or home based contractors may display a single sign, not over four (4) sq.ft. in area, relating to the business.
7. For sale signs - In addition to the sign allowed in §4.7.5.3.3 above, residential users may display a single temporary sign, not over four (4) sq.ft. in area, relating to goods or services for sale on the premises, if such sale does not constitute either a business, a customary home occupation, a home based contractor, or a yard sale. Examples of sales falling under this provision are the sale of a used vehicle, the sale of a used appliance, or other occasional sales.
8. Temporary event signs - Temporary signs announcing public and semi-public occasional events, etc. Such signs shall be displayed not more than two (2) weeks before the event and shall be removed within one (1) week after the event. Signs established more than two weeks prior to the announced event shall be deemed unlawful and are subject to removal under §4.7.5.10.2.
9. Political Signs – Signs bearing political messages relating to an election, primary or referendum may be placed per 23 MRSA §1913-A and Maine DOT Department Regulations.
10. Personal Sign – Signs bearing political, religious, ideological or personal messages by the owner(s) or occupant(s) of a property, limited in size to a maximum surface area of 50 square feet.
11. Prohibited Practices – Signs allowed by this §4.7.5.3 shall be subject to the following:

1. Shall not be erected or maintained on any traffic control signs or devices, public utility poles or fixtures, upon any trees or painted or drawn upon rocks or other natural features;
2. No person shall place, maintain or display upon or in view of any highway any unauthorized sign, signal, marking or device which purports to be or is an imitation of or resembles an official traffic control device, such as a stop sign;
3. Political signs may be displayed to view to all public ways except that such signs may not be erected within 660 feet of the nearest edge of the Interstate Highway System in such a manner that the message may be read from the Interstate Highway. No political sign may be located at the interstate interchanges.

4.7.5.4 Permitted Signs With a Permit - The following on-premises signs shall be permitted in all districts with a permit:

1. Housing project sign - A single sign not over thirty-two (32) sq.ft. describing a multi-family housing project or a subdivision.
2. Subdivision sign - A single sign not over thirty-two (32) sq.ft. describing a subdivision.
3. Non-residential principal building or use sign - A single sign not over sixteen (16) sq. ft. describing a non-residential principal building or use on the premises.

4.7.5.5 Signs in the Rural District - In the Rural District the following on-premises signs shall be considered accessory to the principal use of the premises on which they are located:

1. Farm product signs - A maximum of two (2) signs describing farm products raised or produced on the premises. The maximum sign size shall not exceed sixteen (16) sq.ft.
2. Customary home occupation – A maximum of one sign of a maximum size of 12 square feet. The sign may be illuminated by external source only. The sign must be freestanding, pole mounted, or mounted on the wall of a building.

4.7.5.6 Signs In Residential Districts - In the Residential A and Residential B Districts the following on-premises signs shall be considered accessory to the principal use of the premises on which they are located:

1. Housing project or subdivision sign - A maximum of two (2) signs whose combined area shall not exceed thirty-two (32) square feet, describing a multi-family housing project or a subdivision on the premises.
2. Non-residential sign - A maximum of two (2) signs whose combined area shall not exceed sixteen (16) square feet, describing a non-residential principal building of less than 5,000 square feet gross floor area or use on the premises.
3. Non-residential sign for larger site developments - A maximum of one sign located at each street entrance whose area shall not exceed sixteen (16) square feet and describing a non-residential principal building or buildings in excess of 5,000 square feet gross floor area or use. Additional signage shall be permitted on the interior of such site developments provided that each individual sign has a maximum size of sixteen (16) square feet and is set back a minimum of 30 feet from all property lines.
4. Prohibited signs - Notwithstanding the provisions of this section roof signs and internally illuminated signs are prohibited in the residential districts.
5. Scoreboards - Notwithstanding the provisions of this section scoreboards are permitted in the residential districts and are not subject to the preceding regulations including size. The content of a scoreboard shall be generally limited to the score, period, time, and other information pertinent to the sporting activity, the name of the school and team. Scoreboards may contain limited product advertising provided it is not back-lighted and is limited to 10 sq. ft.

6. Use of Residence for Business Purposes: Signs for Customary Home Occupations or Home Based Contractors are permitted under §4.7.5.3.6. Signs are not permitted for Home Businesses.

4.7.5.7 Signs in the Commercial Districts

1. Signs in the Business District and Rural Business District - Two (2) of the following on-premises sign options identifying on-premises business names, uses or goods sold or services rendered shall be allowed for uses in the Business District and the Rural Business District:
 1. One (1) freestanding sign, not to exceed thirty-six (36) square feet.
 2. Wall signs not to exceed one and one-half (1-1/2) square feet of area for every running foot of building frontage. The aggregate area of all wall signs on the premises shall not exceed one hundred fifty (150) square feet.
 3. One (1) projecting or roof sign not to exceed thirty-six (36) square feet in area.
2. Signs in the Business B District - Two (2) of the following on-premises sign options identifying on-premises business names, uses or goods sold or services rendered shall be allowed for uses in the Business B District provided total signage does not exceed 250 square feet in area.
 1. One (1) freestanding sign, not to exceed fifty (50) square feet in area.
 2. Wall signs not to exceed two square feet of area for every running foot of building frontage. The aggregate area of all wall signs on the premises shall not exceed two hundred (200) square feet.
 3. Projecting signs not to exceed (25) square feet in area.
3. Signs in the Commercial Service District - The following on-premises signs, identifying on-premises business names, uses or goods sold or services rendered shall be allowed for uses in the Commercial-Service District:
 1. One (1) freestanding sign, not to exceed thirty-six (36) square feet.
 2. Wall signs not to exceed two (2) square feet of area for every running foot of building frontage. The aggregate area of all wall signs on the premises shall not exceed two hundred (200) square feet.
 3. One (1) projecting, or roof sign not to exceed seventy-two (72) square feet in area.
 4. Industrial Parks, as defined, may erect one industrial park sign per entrance. Such sign shall not exceed fifty (50) square feet.
4. Signs in the Interchange District - The following on-premises signs, identifying on-premises business names, uses or goods sold or services rendered, shall be allowed for uses in the Interchange District:
 1. One (1) freestanding, projecting, or roof sign not to exceed one hundred fifty (150) square feet in area.
 2. Wall signs not to exceed four (4) square feet of area for every running foot of building frontage. The aggregate area of all wall signs on the premises shall not exceed four hundred (400) square feet.
 3. Industrial parks, as defined, may erect one (1) industrial park sign per entrance. Such sign shall not exceed fifty (50) square feet.
5. Signs in the Town Center District - Two (2) of the following on-premises sign options identifying on-premises business names, uses or goods sold or services rendered shall be allowed for uses in the Town Center District provided total signage does not exceed 30 square feet in area.

1. One (1) freestanding sign not to exceed twenty-four (24) square feet in area and fifteen (15') feet in height.
 2. Wall signs not to exceed twelve (12) square feet in area.
 3. Projecting signs not to exceed (12) square feet in area.
 4. Prohibited signs - No roof signs shall be permitted in the Town Center District.
 5. Shopping center signs - Shopping Center Signs shall be allowed in conformance with §4.7.5.7.7, provided the sign does not exceeds twenty (20') feet in height.
 6. Fuel sales - In addition to signs allowed under §4.7.5.7 of the Ordinance, uses selling gasoline or diesel fuel may display one on-premises sign not to exceed sixteen (16) square feet in area, advertising the price of said gasoline or diesel fuel.
 7. Signs in shopping centers – In lieu of signs allowed under §4.7.5.7 of the Ordinance, Shopping centers, as defined, each tenant within the shopping center may have a projecting or roof sign (where permitted) not to exceed thirty-six (36) square feet. Additionally each tenant within the shopping center shall be allowed wall signs not to exceed thirty (30) square feet. Notwithstanding the foregoing limitation on wall signage the wall signs may be increased to fifty (50) sq. ft. if both the exterior wall of the tenant space is 50 feet or more from the street frontage and if that tenant has a floor area of at least 10,000 sq. ft. Shopping centers shall not have individual freestanding signs for each tenant, but instead shall have one common freestanding sign identifying the shopping center and the tenants therein. The overall size of the freestanding shopping center sign shall not exceed sixty (60) sq. ft. The shopping center freestanding sign may include a place name for the shopping center located at the top of the sign not to exceed twelve (12) sq. ft. in area and shall include tenant identification not to exceed forty-eight (48) sq. ft. in area. No one tenant's sign content shall exceed twenty-four (24) sq. ft. of the shopping center sign's area and shall not be less than six (6) sq. ft. unless the space demands on the sign requires it. The tenant area of the shopping center sign may either be utilized by identifying the name of the tenant's premises (such as Smith's Pet Shop) or by categorically identifying what the tenant's use is (such as bakery or florist). Additional signage shall be permitted on the interior of such shopping centers to provide building identification and serve on- site pedestrian and vehicular movements provided that each individual sign has a maximum size of sixteen (16) square feet and is set back a minimum of 20 feet from all property lines.
 8. In all commercial districts, where a residence is also used for business purposes, one sign, which may be freestanding, wall, or projecting, is permitted, not to exceed 16 square feet in area and 15 feet in height above grade for freestanding signs or projecting signs.
- 4.7.5.8 Signs in the Industrial Districts – The following on-premises signs, identifying on-premises business or industrial uses, shall be allowed on conforming uses in the Industrial District, the Industrial Park District, and the Industrial 2 District:
1. One freestanding, projecting or roof sign not to exceed one hundred (100) square feet in area;
 2. Wall signs, not to exceed four (4) square feet of area for every running foot of building frontage. The aggregate area of all wall signs on the premises shall not exceed four hundred (400) square feet;
 3. Industrial Parks, as defined, may erect one Industrial Park sign per entrance. Such sign shall not exceed fifty (50) square feet.
- 4.7.5.9 Maintenance of Signs - All signs shall be properly maintained and kept. Any sign which advertises a business, product, activity, or campaign which is no longer operative or extant shall be removed by the owner, agent, or person having the beneficial use of the structure or lot upon which such sign may be found, within ten (10) days after written notification from the town manager or Code Enforcement Officer. Upon failure to comply with such notice, the Code

Enforcement Officer or Town Manager is hereby authorized to cause removal of such sign, and any expense incident thereto shall be paid by the owner of the building or lot to which the sign is attached.

4.7.5.10 Removal of Unlawful Signs

1. Removal of Unlawful On-premise Signs.

1. Notice to remove - The owner of a sign which was or is unlawfully erected or maintained either prior to or after the effective date of this ordinance shall be in violation of this ordinance until the sign is removed. The owner of the sign shall remove the sign within 30 days of receipt of a notice to remove, sent by certified mail, return receipt requested, by the Code Enforcement Officer. If the identity of such owner is not known or reasonably ascertainable by the Code Enforcement Officer, such notice may instead be sent to the owner of the land on which the sign is placed.
2. Code Enforcement Officer to remove sign - If the owner fails to remove the sign as required, the Code Enforcement Officer shall remove the sign at the expense of the owner without any further notice or proceeding and may recover the expense of this removal from the owner. All removed signs shall be held at the Transfer Station for a period of 30 days before they are disposed of.
3. Procedure for notice, hearing, appeal. The procedure for notice, hearing and appeal is as follows.
 - a. The Code Enforcement Officer shall send to the sign owner notice by certified mail, return receipt requested, that a sign is to be removed. Such notice shall be a final order if not appealed under §4.7.5.10.1.3.b. If the identity of such owner is not known or reasonably ascertainable by the Code Enforcement Officer, such notice may instead be sent to the owner of the land on which the sign is placed.
 - b. The person owning or controlling the sign may, within 30 days of his receipt of the notice to remove, appeal the order of removal to the Board of Appeals pursuant to Article 6 of this ordinance. All appeals shall be subject to the provisions of the Town of Hampden Board of Appeals Ordinance including but not limited to filing deadlines, application requirements, fees, appeal procedures, decisions of the Board of Appeals and subsequent appeals to Superior Court.

2. Removal of Unlawful Off-premise Signs.

1. Notice to remove- Because of the difficulty to identify those individuals that own, erect or established off-premise signs the Code Enforcement Officer shall contact the subject of the sign or their local representatives. The subject of the sign or their local representative shall remove the sign within 48 hours of receipt of a notice to remove, sent by certified mail, return receipt requested, by the Code Enforcement Officer. If the identity of such owner is not known or reasonably ascertainable by the Code Enforcement Officer, such notice may instead be sent to the owner of the land on which the sign is placed.
2. Code Enforcement Officer to remove sign - If the owner fails to remove the sign as required, the Code Enforcement Officer shall remove the sign at the expense of the owner without any further notice or proceeding and may recover the expense of this removal from the owner. All removed signs shall be held at the Transfer Station for a period of 30 days before they are disposed of.
3. Removal of signs from Right of Ways. Notwithstanding the notice to remove provisions of this Article the Code Enforcement Officer, Public Works Director and Public Safety

Director shall have the authority to immediately remove signs located in public right-of-ways that are deemed to constitute a traffic hazard or impede snow removal. In such cases notification of the removal of the sign may be after the fact. Notice of removal shall be sent by certified mail, return receipt requested, by the Code Enforcement Officer. All removed signs shall be held at the Transfer Station for a period of 30 days before they are disposed of.

4.7.6 Stormwater Management. Any development required to obtain approval under site plan review that proposes a cumulative land disturbance of greater than 20,000 square feet and less than one acre (43,560 square feet) must comply with the DEP Chapter 500 water quality requirements and provide post-development runoff locations and types that result in the same or less of an impact as those existing in the predevelopment condition. Post-development discharge points from a property shall be in the same general location and be of the same type (e.g. sheet flow, shallow concentrated flow) as the pre-development discharge locations and types or create an improvement to existing conditions. The applicant shall provide the analysis, certified by a Maine registered professional engineer, necessary to document compliance. The permitting authority may authorize the use of stormwater drainage facilities located off site on privately owned land provided the applicant has obtained the right to use them and the powers necessary to ensure they will be properly maintained in good working order.

4.7.7 Flexibility in design standards. Any of the requirements set forth in any of the sections in section 4.7 (except §4.7.1.6.10, Handicapped Parking which cannot be waived), may be eased upon the granting of a waiver by the permit granting authority. To grant a waiver, the permit granting authority must find that the applicant has submitted sufficient evidence to show that the granting of the waiver will not produce an unreasonably detrimental change in the character of the neighborhood, will not unreasonably detrimentally affect the use of surrounding properties, and that the requested waiver is not the result of action taken by the applicant or a prior owner. The permit granting authority will consider the impact of the requested waiver(s) on public safety, public health, and the minimization of nuisances in making its decision.

4.8 Signs – Section renumbered to 4.7.5 effective July 18, 2018

4.9 Filling and Grading of Land and Stockpiling of Materials These provisions shall apply retroactively to all applications received after May 14, 2007.

4.9.1 Purpose This section is intended to apply to two general categories of earth moving activities: 1) the preparation of land for development and construction activities through filling and grading and 2) stock piles of materials for use in construction and site development activities or for use in industrial activities. These activities, if not properly engineered and constructed can result in uncontrolled erosion and sedimentation and in land unstable for development. These provisions shall apply to filling, grading, lagooning, dredging, excavation, processing and storage of soil, earth, loam, sand, gravel, rock and other mineral deposits. Filling, grading, lagooning, dredging and other earth-moving activity which would result in erosion, sedimentation, or impairment of water quality or fish and aquatic life is prohibited. These provisions are not intended to supersede any review of earth-moving activity conducted by state or federal agencies. Activities such as excavation, gravel pit and quarry are governed in §4.23 *Excavations, Pits And Quarries*.

4.9.2 Applicability - All earth moving activities, processing and storage within the Town of Hampden requires an earth moving permit in accordance with this section.

EXEMPTIONS: The following earthmoving activities do not require an earth moving permit:

1. Earth-moving activity conducted during construction of Planning Board approved subdivisions, or site plans, , provided all earth moving activity was included in the Planning Board application and approval and that the standards of §4.9.6 are met.
2. Earth moving activity conducted during the construction of structures authorized by a building permit or subsurface wastewater disposal permit. This activity must be directly related to the construction of said structure or subsurface wastewater disposal permit. The building or subsurface wastewater disposal permit application must include existing and proposed topographic information for the area to be disturbed. If the Code Enforcement Officer determines the area of earth moving activity proposed is excessive for the purpose of the construction/ installation, then this exemption will not apply and the applicant must submit an application for the earth moving activity under §4.9.5 of this ordinance. This exemption does not allow for the sale of material that is removed.
3. The removal or filling of less than two hundred (200) cubic yards of material from or onto any lot in any one year provided such removal or fill does not:
 - a. Disturb more than 10,000 sq. ft. of land area,
 - b. Change the existing topography by more than three feet,
 - c. Redirect the natural flow of stormwater toward or impound stormwater upon a neighboring property,
 - d. Place fill in wetlands or
 - e. Place fill in FEMA mapped 100 year flood plain.
4. Earthmoving associated with construction of public utilities projects and street and highway projects except for placement of excess fill related to the project.

4.9.3 Erosion and Sedimentation Control. All earth moving activities, including exempt activities, must utilize erosion and sedimentation control measures in accordance with the Maine Department of Environmental Protection's publication entitled "Erosion and Sediment Control Best Management Practices". The Code Enforcement Officer must be notified that erosion and sedimentation control devices are in place prior to commencing work authorized by any permit or approval issued by any entity of the Town of Hampden.

4.9.4 Earth Moving Permit Issued by the Code Enforcement Officer. Earth moving permits for activity in the Rural District may be issued by the Code Enforcement Officer in accordance with this section. (Note: Urbanized areas such as Hampden's Residential and Commercial Districts are subject to state and federal regulations which require additional stormwater considerations that require Planning Board review and approval.)

4.9.4.1 Earth Moving Permit Jurisdictional Review. Prior to issuing the required earth moving permit the Code Enforcement Officer must find that the activity does not: 1) remove or fill more than one thousand (1000) cubic yards of material from or onto any lot, 2) disturb more than 20,000 sq. ft. of land, 3) change existing topography by more than ten feet, 4) create side slopes in excess of 2:1, 5) redirect the natural flow of stormwater toward or impound stormwater upon a neighboring property, or 6) disturb or in any way impact wetlands. If the Code Enforcement Officer finds that the application exceeds his/her authority he/she shall refer the matter to the Planning Board for consideration in accordance with section 4.9.4. The Code Enforcement Officer also hereby has the authority to refer applications over which he/she has jurisdictional authority to the Planning Board if in his/her judgment the proposal represents a potential neighborhood concern.

4.9.4.2 Earth Moving Permit Application Requirements All applications for earth moving permits issued by the Code Enforcement Officer shall include applicable fees in accordance with the Town of Hampden Fees Ordinance and be accompanied by a plan, drawn to scale which shall show:

1. The name and current address of the owner of the property involved;

2. The location and boundaries of the lot or lots for which the permit is requested;
3. The location of all proposed access roads and, staging areas, disturbed areas topographic details and physical features such as streets and rock walls;
4. The proposed provisions for drainage and erosion control including a plan that shows the location of sediment barriers, water diversions, temporary stockpiles, constructed ditches and swales and culverts.
5. The plan for stabilizing all disturbed soil following the earth-moving activity including details on loam and seed and other ground cover treatments;
6. Any other information the Code Enforcement Officer may deem necessary to carry out the intent of this section.
7. Copy of deed and subdivision plat plan if applicable (*Note: This requirement is to determine if and where deeded drainage easements may be located on a land parcel*).

4.9.4.3 Earth-Moving Permit Review Procedure - The code enforcement officer shall review the application and issue an earth-moving permit if the proposal will result in no erosion, sedimentation, drainage problems, or impairment of water quality or fish or aquatic life or habitat. In issuing such a permit he may impose any conditions as outlined in §4.9.5 or 4.9.6 which may be reasonably assumed to be necessary to prevent erosion, sedimentation, drainage problems, or impairment of water quality or fish or aquatic life or habitat. If the code enforcement officer denies a permit, the applicant may apply to the planning board under the provisions of §4.9.4 of this Ordinance.

4.9.5. Earth Moving Activity Requiring a Permit from the Planning Board – All earthmoving activities other than those addressed under §4.9.2, exceptions to a permit, and §4.9.3 Earthmoving Permit Issued by the Code Enforcement Officer shall require approval from the Planning Board under these provisions. Application for an earth-moving permit from the planning board for excavation, processing and storage of soil, loam, sand, gravel rock and other mineral deposits shall include site plan review application fees and other applicable fees paid in accordance with the Town of Hampden Fees Ordinance and be accompanied by a plan prepared by a registered professional engineer which shall show:

- 4.9.5.1 The name and current address of the owner of the property involved;
- 4.9.5.2 The location and boundaries of the lot or lots for which the permit is requested;
- 4.9.5.3 The existing contours of the land within and extending beyond the above boundaries for two hundred (200') feet of intervals not to exceed five (5') feet referred to mean sea level or, if the five (5') foot interval is inappropriate to the site, at intervals approved by the planning board;
- 4.9.5.4 The contours as proposed following completion of the operation at intervals not to exceed five (5') feet referred to mean sea level;
- 4.9.5.5 The location of all proposed access roads and temporary structures;
- 4.9.5.6 The proposed provisions for drainage and erosion control, including drainage plan prepared by a professional engineer; and
- 4.9.5.7 Other information necessary to indicate the physical characteristics of the proposed operation.

4.9.6. Standards of an Earth-Moving Permit from the Planning Board - The planning board may approve an earth moving permit provided the following standards are met:

- 4.9.6.1 The smallest amount of bare ground shall be exposed for the shortest time feasible. The planning board shall set a specific date after which bare ground shall not be exposed.

- 4.9.6.2 Temporary ground cover such as mulch shall be used. The planning board shall set a specific date by which permanent ground cover shall be planted.
- 4.9.6.3 Diversions, silting basins, terraces and other methods to trap sediment shall be used.
- 4.9.6.4 Lagooning shall be conducted in such a manner as to avoid creation of fish trap conditions. The applicant shall submit written approval from the Department of Marine Resources and Fisheries or Inland Fisheries and Game, as applicable, prior to consideration by the planning board.
- 4.9.6.5 The extent and type of fill shall be appropriate to the use intended. The applicant shall specify the type and amount of fill to be used.
- 4.9.6.6 Fill shall not restrict a floodway, channel or natural drainage-way.
- 4.9.6.7 The sides and bottom of cuts, fills, channels, and artificial watercourses shall be constructed and stabilized to prevent erosion or failure. Such structures are to be designed and built according to the Maine Soil and Water Conservation Commission; "Technical Guide, Standards and Specifications."
- 4.9.6.8 Topsoil or loam shall be restored to a depth of not less than three (3") inches and seeded.

4.9.7. Optional Conditions of an Earth-Moving Permit from the Planning Board - The planning board may impose other reasonable conditions to safeguard the neighborhood and the Town of Hampden which may include those relating to:

- 4.9.7.1 Methods of removal or processing
- 4.9.7.2 Hours of operations
- 4.9.7.3 Type and location of temporary structures
- 4.9.7.4 Routes of transporting material
- 4.9.7.5 Area and depth of excavations
- 4.9.7.6 Provision of temporary or permanent drainage
- 4.9.7.7 Disposition of stumps, brush and boulders, and
- 4.9.7.8 Cleaning, repair and/or resurfacing of streets used in earth-moving activity which have been adversely affected by said activity.

4.9.8. Performance Guarantees. The Planning Board may require a bond payable to the Town with sureties satisfactory to the Town Manager or such other security as the Town Manager may determine adequately secures compliance with this ordinance, conditioned upon the faithful performance of the requirements set forth in this ordinance. In determining if a bond is necessary the Planning Board shall review the magnitude of the proposed activity to determine: what level of effort necessary to either complete or remove an unfinished project, what environmental impact would the proposed disturbed earth pose, and consider what is the financial capacity of the applicant to complete the project. Other security may include a security deposit with the Town, an escrow account and agreement, insurance or an irrevocable trust. In determining the amount of the bond or the security, the Town Manager shall take into consideration the character and nature of the overburden, the future suitable use of the land involved and the cost of grading and reclamation required. All proceeds of forfeited bonds or other security must be expended by the Town for the reclamation of the area for which the bond was posted and any remainder returned to the operator. Assurance may include the following:

- 4.9.8.1 Performance standards relating to operation or maintenance plans;
- 4.9.8.2 Performance standards for determining the reclamation period including annual revisions of those plans;

- 4.9.8.3 Limits, terms and conditions on bonds or other security;
- 4.9.8.4 Proof of financial responsibility of a person engaged in excavation activity or the affiliated person who guarantees performance;
- 4.9.8.5 Estimation of reclamation costs; and
- 4.9.8.6 Reports on reclamation activities; or the manner of determining when the bond or other security may be discharged.
- 4.9.8.7 The applicant shall grant and record a limited easement to provide the Town and/or a third party the right to enter the subject property and engage in construction activities therein for the purpose of completing reclamation of the property in the event that the performance guarantee must be utilized.

4.9.9. Existing Operations - Any existing earth moving operation subject to this section in lawful operation on January 16, 2008 (the effective date of this amendment) may operate for a period of one year from the effective date. Continuance of any existing operation for more than one year shall require a permit from the planning board.

Exceptions: Notwithstanding the one year regulation any currently permitted excavation, pit or quarry approved under (former) §4.9.4 *Application for an Earth-moving Permit from the Planning Board* approved prior to the effective date of this amendment (1-16-2008) may operate for the period established in the Planning Board approval. Also notwithstanding the one year regulation existing, lawfully established stockpile operations as of the effective date of this amendment (1-16-2008) may continue to operate and do not require site plan review or an earthmoving permit from the Planning Board. However expansion or relocation of the stockpile operation to a new area would require an earthmoving permit and site plan review.

4.9.10. Stockpiles - Any stockpile not accessory to excavation, gravel pit and quarry operation, and not associated with construction activities otherwise approved by the Planning Board and/or permitted by building permit shall be regulated under the following standards:

- 4.9.10.1 Earthmoving Permit Required. All proposed stockpiles shall require an earthmoving permit. The Planning Board may authorize a permanent earthmoving permit for a proposed permanent stockpile operation.
- 4.9.10.2 Site Plan Review Required. All stockpiles must be shown on a site plan approved by the Planning Board.
- 4.9.10.3 Limits of the Stockpile to be Marked. The limits of the stockpile must be clearly marked in a manner acceptable to the Code Enforcement Officer including but not limited to bollards or offsets from buildings or other structures on the property to establish the maximum extent of the pile.
- 4.9.10.4 Best Management Practices to be Adhered To. All stockpiles must comply with Best Management Practices. Cleaning, repair and/or resurfacing of streets shall be required for any street upon which stockpile activity has been found by the Public Works Director to adversely impacted a street in the Town of Hampden.
- 4.9.10.5 Total Stockpile Size. Total gross stockpile footprint shall be less than 1 acre unless otherwise authorized in §4.9.10.
- 4.9.10.6 Maximum Extent. Total gross stockpile footprint must not exceed 20 percent of the lot area of the subject parcel unless otherwise authorized in §4.9.10.
- 4.9.10.7 Setbacks. No portion of the stockpile or any drainage device related to the stockpile shall be placed in a building setback required for front, side or rear yard setback within the zoning district where the stockpile is proposed to be located.

- 4.9.10.8 Shielding is Required. Appropriate shielding of the stockpile activity from roads and neighboring properties shall be required.
- 4.9.10.9 Approved Materials for Stockpiles. All applications for stockpiles shall include information on the materials proposed to be stockpiled. Stockpiles shall be comprised of materials that are earth, stone, sand, inert fill, grindings or other materials approved by the Planning Board after finding that storage of such materials poses no unreasonable environmental threat.
- 4.9.10.10 Reclamation of Stockpile Area. All operators and or owners of existing and proposed stockpile areas upon discontinuation and removal of the stockpile shall be required to restore affected areas to a condition that is environmentally sound and sustainable in accordance with Best Management Practices.
- 4.9.10.11 The Planning Board shall consider the proposed duration of a proposed stockpile and its visual impact on neighboring properties when determining how such a stockpile is to be sited and shielded. The Board shall have the authority to require additional setbacks and natural buffer strips for operations that shall be conducted for more than one year.

4.9.11 Stockpiles in Excess of One Acre. In addition to the foregoing requirements stockpiles in excess of one acre or in excess of 20 percent extent shall also be regulated by the following provisions.

- 4.9.11.1 Existing Stockpile Operations in Old Pits and Excavations. Operators and owners of existing stockpile operations currently located within otherwise inactive existing old pits or excavations shall be required to comply with the applicable provisions of §4.23 which require excavations to be reclaimed. Nothing within §4.9 shall relieve the owner of an excavation from restoring affected areas to a condition that is environmentally sound and sustainable in significant un-reclaimed, un-used, inactive areas of the existing old pits or excavations.
- 4.9.11.2 Landscaping. All proposed stockpiles in excess of one acre or 20 percent extent shall be screened with native plants from view of abutting properties, to the maximum extent practicable. The intent is to site such facilities in an existing stand of mature wooded land. This wooded area must surround the stockpile in all directions for a radius of at least 50 feet from the edge of the proposed development. The site shall be preserved as follows: Selective cutting of trees within the buffer strip is permitted provided that a well distributed stand of trees and other vegetation is maintained. Notwithstanding the above provisions, no more than forty (40%) percent of the total volume of trees four (4") inches or more diameter, DBH may be removed in any ten (10) year period.

4.10 Use of Residence for Business Purposes. There are three categories of businesses (including professions and trades) that may be conducted in or at a residence (dwelling) as an accessory use: a home business, a customary home occupation, and a home based contractor.

4.10.1 Home Business — A business, profession, or trade which is conducted by a resident of the premises entirely within the residence or an accessory building, and does not involve more than occasional business vehicular traffic to the property. Examples include but are not limited to artists, desktop publishers, software developers, craftsmen, contractors who only operate an office at the home, and people who work at home and conduct business by mail or electronic communication (including employees who telecommute). Home businesses are subject to the provisions of §4.10.4 and §4.10.5 below.

4.10.2 Customary Home Occupation — A business, profession, or trade which is conducted by a resident of the premises entirely within the residence or an accessory building, and involves an increase in traffic for clients, customers, patients, associates, or employees. Examples include but are not limited to lawyers, accountants, beauticians, professional consultants (such as mental health, design, and real estate), and small retail businesses not exceeding 300 square feet GFA. Customary Home Occupations are subject to the provisions of sections 4.10.4 and 4.10.6 below.

4.10.3 Home Based Contractor — A business which is conducted by a resident of the premises accessory to a residential use, but not entirely enclosed within the residence or one or more accessory buildings. Examples include but are not limited to building, plumbing, electrical, cabinetry, landscaping, and other similar contractors who perform their work off-site but use the residence as a base of operations including an office and small scale storage of equipment and materials. This category is meant to serve the needs of small businesses with limited space needs, with the expectation that once the business has grown to a larger size (e.g. increase in vehicles above that allowed in §4.10.23) it will be moved to a more appropriate location in a commercial or industrial district. Home Based Contractors are subject to the provisions of sections 4.10.4 and 4.10.7 below.

4.10.4 General Requirements.

- 4.10.4.1 The activity must be operated by residents of the dwelling unit.
- 4.10.4.2 The activity must be clearly incidental and secondary to the primary use of the premises as a residence.
- 4.10.4.3 There shall be no window displays or other features not normally associated with residential use.
- 4.10.4.4 If carried on within the principal residential structure, the activity shall not occupy more than thirty (30%) percent of the floor area. If carried on within an accessory structure the total floor area dedicated to the business use shall not exceed fifty (50%) percent of the total finished floor area of the principal residential structure. Notwithstanding these limits, for properties in the Rural district the activity may occupy up to 2,000 square feet of the dwelling unit and any accessory structure combined.
- 4.10.4.5 The activity shall not cause sound, noise, odors, dust, gas, fumes, smoke, light or other dangerous emissions discernable or detectable from beyond the property line of the subject property, beyond that which is normally associated with residential use. In addition, no business activity shall be allowed which creates a fire hazard to the premises or neighboring premises or which creates electrical interference such that it causes visual or audible interference in any radio or television receivers off the premises. The applicant shall demonstrate that the proposed business activity will not interfere with the peaceful use and enjoyment of residential properties located in the area of the proposed use.
- 4.10.4.6 A permit shall be granted to the property owner or applicant; however in cases where a Customary Home Occupation or a Home Based Contractor business is the subject of the application, the Planning Board shall have the option to set a condition allowing the permit to be granted to the property (i.e. “run with the land”) when the Planning Board finds that the continuation of the use after the transfer of property ownership, and without further permitting, will comply with the requirements in Sec. 4.10.4 of this ordinance.
- 4.10.4.7 Approved permits shall be recorded at the Penobscot County Registry of Deeds within 30 days of issuance or prior to any related building permit being issued.

4.10.5 Home businesses are permitted in all zoning districts without need for a conditional use permit, but must conform to the following provisions in addition to those listed in section 4.10.4 above:

- 4.10.5.1 The business must be conducted entirely within the residence or an accessory building.
- 4.10.5.2 The activity must not change the character of the premises or surrounding neighborhood.
- 4.10.5.3 No non-resident employees are permitted on site.
- 4.10.5.4 There shall be no exterior display of products, no exterior storage of materials or equipment used solely for the business, no exterior parking of business vehicles or equipment, and no other variation from the residential character of the premises. This section shall not prohibit the exterior parking of personal vehicles or equipment (not used for the business).

- 4.10.5.5 The business shall not generate traffic that is inconsistent with the traffic associated with a residential use, either in quantity or type.

4.10.6 Customary Home Occupations are permitted in all zoning districts by conditional use permit, if in compliance with the following provisions in addition to those listed in section 4.10.4 above:

- 4.10.6.1 The business must be conducted entirely within the residence or an accessory building.
- 4.10.6.2 Not more than one non-resident person shall be employed in the business at the site.
- 4.10.6.3 There shall be no exterior display of products except in the Rural district where up to 500 square feet may be used to display products for sale, no exterior storage of materials or equipment used solely for the business, no exterior parking of business vehicles or equipment, and no other variation from the residential character of the premises other than a sign in conformance with §4.8, Signs. This section shall not prohibit the exterior parking of personal vehicles or equipment (not used for the business).
- 4.10.6.4 No home occupation shall be approved or allowed to operate if it generates more than ten (10) customers/clients in any one day.
- 4.10.6.5 The business shall not necessitate more than three parking spaces for clients, customers, patients, non-resident employees, or other business related demands. Required parking must be accommodated off-street, and new parking areas must be screened from the view of abutters and from public ways (streets or pedestrian ways) utilizing vegetation, fencing, and/or topography. To the extent practical, parking areas should be located at the side or rear of the residence or accessory buildings.
- 4.10.6.6 No commercial vehicles in excess of 34,000 pounds gross vehicle weight (GVW) shall be used for the delivery of products, foods, or materials to and from the premises.

4.10.7 Home Based Contractors are permitted by conditional use permit, if in compliance with the following provisions in addition to those listed in section 4.10.4 above:

- 4.10.7.1 The parcel on which the business is operated is within one of the following districts: Rural, Rural Business, Business, Business B, Commercial Service, Interchange, or Industrial.
- 4.10.7.2 The parcel must be a minimum of two acres in size.
- 4.10.7.3 Not more than eight vehicles associated with the business (maximum of four construction equipment such as loader/backhoe, skidder, etc.) shall be parked at the site at any given time, including employee vehicles and construction vehicles, but excluding personal vehicles not typically used for the operation of the business.
- 4.10.7.4 The activities related to the business may be conducted in part outdoors, but all such activities, equipment, and storage shall be substantially and permanently screened from the view of abutters and from public ways by buffers such as vegetation, fences, and/or topography.
- 4.10.7.5 No more than 25% of the parcel, exclusive of areas covered by buildings, shall be used for business activities, including outdoor storage or parking.
- 4.10.7.6 The total square footage of buildings used for storage or garaging of vehicles or equipment associated with the business shall be no greater than 2,000 square feet. This shall not be construed to mean that a greater number of vehicles may be parked at the site than is permitted above.
- 4.10.7.7 The Planning Board shall take into consideration the road network serving the proposed business location in regard to safety of the residents of the vicinity and the types of vehicles to be used by the business, including delivery trucks, and the projected number of trips to and from the site each day.

4.10.8 Application Procedure

- 4.10.8.1 Applicants for a Home Business shall submit a request to the Land & Building Services office on the form provided, for review by the Code Enforcement Officer. If the he/she determines that the proposed business meets the criteria of this category, then he/she shall sign the form stating that the proposed home business does not require approval under sections 4.10.6 or 4.10.7 (i.e. a conditional use permit is not required).
- 4.10.8.2 Applicants for a Customary Home Occupation or a Home Based Contractor shall submit an application for a conditional use review to the Land & Building Services office.
- 4.10.8.3 Applicants shall demonstrate that they have adequate right, title and interest in a property in order to apply for a Home Business, Customary Home Occupation, or Home Based Contractor.
- 4.10.8.4 Conditions Necessary for Approval of Customary Home Occupation or Home Based Contractor. If in the judgment of the Planning Board additional improvements or safeguards are necessary in order to make a proposed business safe, sanitary or less intrusive in a neighborhood the Board may place conditions on the approval that further limit the operation of the business, provide for screening or buffers, or improve traffic safety.

4.10.9 Previously Approved Home Occupations

- 4.10.9.1 If additions or alterations have been constructed or are proposed for construction to residences or accessory buildings, which in the opinion of the Code Enforcement Officer significantly alter a Planning Board approved Use of a Residence for Business Purposes, the Code Enforcement Officer shall require that the owner of the business seek a new permit from the Planning Board. In order to determine if the alterations or additions alter the approved business the Code Enforcement Officer shall review the municipal documents on file including the minutes of the Board meeting at which the Use of a Residence for Business Purposes was approved.

4.11 Sanitary Provisions

4.11.1 Sewage Disposal

- 4.11.1.1 All plumbing facilities in the Town of Hampden and all sewage disposal systems shall be installed and operated in compliance with the municipal sewer ordinance.
- 4.11.1.2 Plumbing and sewage disposal systems shall be installed only after a plumbing permit has been obtained.

4.11.2 Solid Waste Handling and Disposal Sites or Facilities

- 4.11.2.1 No hazardous, radioactive, or nuclear waste shall be disposed of in the Town of Hampden.
- 4.11.2.2 Solid waste handling and disposal sites or facilities shall be designed and operated in accordance with the regulations of this Ordinance, the State of Maine Department of Environmental Protection, and the United States Environmental Protection Agency.

4.12 Temporary Structures - Temporary structures necessary for the construction of approved facilities such as construction trailers, contractors offices, as well as, temporary office space, portable classrooms and similar structures are permitted in all zones. When the reason for their existence has been completed, they shall be removed. Persons contemplating erecting a temporary structure shall obtain a permit for such structure from the code enforcement officer prior to erecting it. Permits for temporary structures shall be for no more than one (1) year from date of issuance. The Code Enforcement Officer may extend the duration of the permit one additional year for due cause. Structures which will be needed for longer than the one year time frame, or need extensions beyond the two years allowed by the CEO shall obtain the appropriate permits in accordance with the provisions of this Ordinance.

4.13 Mobile Homes

4.13.1 Purpose - To regulate mobile homes and mobile home parks; to establish minimum standards governing the construction and maintenance of mobile home parks; to establish minimum standards for utility service, facilities and site design in mobile home parks which serve to make such parks, decent, safe, and sanitary residential areas; to establish the responsibilities and duties for owners and operators of mobile home parks.

4.13.1.1 Administration of Mobile Home Parks. Mobile home parks shall be administered in accordance with the Town of Hampden Mobile Home Park Ordinance.

4.13.2 Mobile Homes Located Outside Mobile Home Parks

4.13.2.1 Non-certified Mobile Homes. No person shall locate, maintain, occupy or operate a non-certified mobile home, as defined, in the Town of Hampden that fail to meet the standards found in *Article 8, Safety Standards of the Town Of Hampden, Maine Mobile Home Park Ordinance*. Written findings by the Code Enforcement Officer that the non-certified mobile home satisfies the standards of *Article 8, Safety Standards of the Town Of Hampden, Maine Mobile Home Park Ordinance* shall be required prior to locating said mobile home on a lot in the Town. Provided, however, that any non-certified mobile home in the Town of Hampden as of August 2, 2004 that is not located in a mobile home park may continue in accordance with §4.5.1 of this Ordinance. Such a mobile home shall not be replaced by another non-certified mobile home unless the replacement complies with the referenced safety standards.

4.13.2.2 Certified Mobile Homes. No person shall locate, maintain, or operate a certified mobile home, as defined, in the Town of Hampden outside a licensed mobile home park except in conformity with Article 3 of this Ordinance and the following:

1. All running gear including wheels, tires and axle assembly and all hitch assembly gear shall be removed from the mobile home.
2. The mobile home shall have a pitched, shingled roof with a minimum pitch of 2 in 12 (2 vertical units for every 12 horizontal units). A shingled roof shall mean asphalt or fiberglass composition or other similar materials.
3. In cases where a mobile home is not placed on a full foundation, the area below the unit shall be fully enclosed with skirting.
4. The mobile home shall have exterior siding which is residential in appearance, such as brick or masonry veneers, stucco or exterior plaster, wood siding, wood shingles, aluminum or vinyl siding simulating a clapboard pattern, or hardboard siding.
5. No certified mobile home may be located within the Residential A or Residential B districts.

4.13.2.3 No person shall locate, maintain or operate any other mobile home, as defined, in the Town of Hampden.

4.13.3 Construction of a New Mobile Home Park or Modification of an Existing Mobile Home Park

4.13.3.1 Procedure - Construction of a New Mobile Home Park shall require Site Plan approval and Major Subdivision Plan approval. Modification of an existing Mobile Home Park shall require Site Plan approval and may require Major or Minor Subdivision Plan approval as determined by the Planning Board. The Planning Board shall apply the standards found in §4.13.3.3 Design Standards, §4.13.3.4 Utilities, §4.13.3.5 Road Construction and Traffic Standards, §4.13.3.6 Drainage, §4.13.3.7 Open Space and Recreation, §4.13.3.8 Landscaping, §4.13.3.9

Accessory Structures, and §4.13.3.10 Service Buildings to all applications for construction or modification of a Mobile Home Park.

4.13.3.2 Plans to be Submitted - Applicant shall submit plans prepared by a Registered Professional Engineer. The plans should be drawn to scale of not more than 100 feet to the inch. The plans shall include:

1. A location map of a scale not less than 500 feet equals one inch
2. A boundary survey prepared by a registered land surveyor
3. A topographic plan indicating the existing and proposed grading at a minimum of 2 foot intervals
4. The names of all abutting property owners of record
5. The size and shape of all lots numbered on the plan
6. The location of all parking areas
2. The right of ways, streets and pedestrian ways existing and/or proposed
3. The location of all manufactured housing units
4. The location of all utilities above ground and below ground and the easements therefore
5. The location of existing and proposed vegetation
6. The size and location of all recreation areas
7. Adjacent building outlines and other significant features within 300 feet
8. The location and use of all proposed accessory structures and signs
9. The location of all existing streams, drainage channels, and wetlands.
10. The location, type, and intensity of all outdoor lighting.
11. The location of drainage ways, culverts, and storm drainage facilities including size and inverts of facilities.
12. The existing zoning

In addition to the above required plans detail drawings shall be required for the following:

1. Road construction: plan, profiles and cross sections
2. Utilities
3. Typical lot layout
4. Recreation areas and service buildings
5. Other details as requested by the Planning Board

4.13.3.3 Design Standards

- | | | |
|-------------------------------------|-----------------|----------------|
| 1. Lot Dimensions | <u>Standard</u> | <u>Cluster</u> |
| Minimum Lot Area | 6,500 sq. ft. | 5,000 sq. ft. |
| Minimum Road Frontage | 55 feet | 50 feet |
| Minimum Lot Depth | 110 feet | 100 feet |
| Minimum Setbacks: | | |
| Street Yard | 30 feet | 20 feet |
| Other Yards | 10 feet | 5* feet |
| Lot Coverage | 30 percent | 35 percent |
| Open Space (percent of lotted area) | 10 percent | 35 percent |
2. Parking - All parking shall be designed in conformance with §4.7.1. All mobile homes shall have a minimum of 2 off-street parking spaces on each lot. In addition, mobile home parks with an excess of 40 units shall provide visitor parking at a rate of 1 space per 4 units. Cluster design shall permit clustered parking within 250 feet of the unit served. If mobile home lots are located along a public street, parking shall be designed and arranged so that cars do not have to back into the street. On-street parking shall be prohibited.
 3. Access - Mobile home lots shall not have direct access to collector or arterial streets.
 4. Additional Cluster Design Standards for Mobile Home Parks

1. Underground electrical utilities
2. Maximum of 32 units clustered with 30 foot open space break between clusters
3. 20' separation between all units required

4.13.3.4 Utilities

1. Water Supply Requirements - All mobile home parks shall be connected to a public water supply, capable of furnishing a minimum of 150 gallons per day per mobile home space.
2. Hydrants - Hydrant locations shall be approved by the Fire Chief.
3. Plumbing - All plumbing in the mobile home park shall comply with State and local plumbing laws and regulations and shall be maintained in good operating condition.
4. Sewage Disposal - All mobile home parks in the Town of Hampden shall be connected to the public sewer system. Each mobile home space shall be provided with a satisfactory sewer connection. All sewage disposal apparatus, including appurtenances thereto, shall be provided, maintained, and operated in accordance with the Hampden Sewer Ordinance.
5. Refuse and Garbage Disposal - The storage, collection and disposal of refuse in the park shall not create health hazards, rodent harborage, insect breeding areas, accident hazards, or air pollution. All refuse and garbage shall be stored in fly-tight, watertight, rodent-proof containers, which shall be provided in sufficient number and capacity to prevent any refuse from overflowing. Satisfactory container racks or holders shall be provided by the mobile home park owner or operator and shall be located not more than 150 feet from any mobile home lot.
6. Electric Installation and Outlet Requirements - Mobile home service equipment and power outlet assembly will be installed in accordance with the National Electrical Code as adopted by the State of Maine.
7. Lighting - All outdoor lighting shall be designed so as not to create a nuisance to the residents or abutters of the park. Streets shall have a minimum lighting level of 1.0 foot candle and pedestrian walkways .5 foot candles.

4.13.3.5 Road Construction & Traffic Standards - Mobile Home parks may be constructed with either public or private roadways. Public roadways shall be constructed to the towns road standards. Private roadways must provide a minimum of:

1. 23 foot right of way
2. 20 foot paved surface
3. Be designed by a registered professional engineer.
4. Be built to generally accepted engineering and construction standards
5. Private roadways shall conform to *Section 551 of the Town of Hampden, Maine Subdivision Ordinance*.

4.13.3.6 Drainage - Applicant shall provide pre development and post development storm water analysis in accordance with the Hampden Subdivision Ordinance guidelines including a narrative explaining the results and recommendations.

4.13.3.7 Open Space & Recreation – A minimum of 20% of the site must be kept in open space, and 50% of the open space area must be of such character as to be useable for active recreation and accessible by all residents of the park. All development proposals shall provide a plan for pedestrian circulation.

4.13.3.8 Landscaping - All development shall provide the required buffers in accordance with §4.7.2 of this Ordinance. All existing vegetation to be retained where possible. All disturbed areas shall

be covered with lawn, ground cover or other suitable material. In addition, all clustered parking areas, dumpster or trash buildings, utility structures and other nonresidential buildings shall be screened from view by means of trees shrubs or other vegetation.

4.13.3.9 Accessory Structures - Accessory structures shall conform to the following requirements: No accessory structure shall exceed 500 Sq. Ft. Accessory structures shall not exceed 18 feet in height. Accessory structures shall be located as not to obstruct light, air or access from any unit. All decks, porches, or other accessory structures shall meet the setbacks in accordance with this section.

4.13.3.10 Service Buildings - All service buildings used in the operation and or promotion of the mobile home park shall comply with the following requirements: Service buildings shall be set back a minimum of 30 feet from any street right of way and 25 feet from any mobile home lot line. Service buildings shall not exceed 1500 Sq. Ft. in ground coverage or 30 feet in height.

4.14 Shoreland Regulations – Repealed 3-1-2010, See Shoreland Zoning Ordinance

4.15 Swimming Pools - Any swimming pool shall conform with setback requirements.

4.16 Easements

4.16.1 Required Easements - If, in the administration of this Ordinance, the Town of Hampden requires that a landowner provide the town or the Hampden Water District with an easement of any kind, title to such easement shall be drawn up in a form and substance acceptable to the Town of Hampden (or the Hampden Water District if appropriate) and turned over to the town or water district before a building permit is issued.

4.16.2 Voluntary Easements - If a landowner requests that the Town of Hampden be the recipient of an easement on his property, such easement will only be accepted by the town if it is in a form and substance acceptable to the town. The town council shall determine if the easement is acceptable to the town. In making its decision the town council shall consult with the planning board.

4.17 Lots and Planned Group Development - Repealed 07-18-18

4.18 Essential Service - Whereas the provision of essential services is vital to the operation of the town and the welfare of its citizens and the size, shape and location of utilities offers little flexibility, the following exemptions shall apply to essential services and buildings for essential services.

4.18.1 Lot area, lot coverage and frontage shall not be required for the installation of essential services and buildings.

4.18.2 Above ground buildings for essential services shall meet the applicable yard requirements for the district in which they are located.

4.18.3 Above ground buildings for essential services shall be screened from residential properties to the extent possible.

4.18.4 Buildings and/or structures for essential service may exceed the height limitations of the zone in which they are located provided they are setback one third (1/3) the height from any property line.

4.19. Day Care Provisions

4.19.1 Purpose - In order to provide suitable day care opportunities in all areas of Hampden without adversely impacting the peaceful enjoyment of residential neighborhoods, day care facilities of all types which provide for the supervision and care of children under the age of sixteen shall comply with the following provisions.

4.19.2 Day Care Types:

- 4.19.2.1 Home Day Care
- 4.19.2.2 Day Care Facility
- 4.19.2.3 Child Care Center

4.19.3 Performance Standards:

- 4.19.3.1 Density: Day Care Facilities shall not exceed a density of 12 children per acre.
- 4.19.3.2 Outside Play Area: Outside play areas proposed as part of Home Day Care, Day Care Facility or Child Care Center shall be fenced and no closer than 25 feet to any adjacent property lines.
- 4.19.3.3 Hours of Operation: Home Day Care or Day Care Facilities located in the Residential A, Residential B or Rural Districts shall not operate between the hours of 7:00 pm and 6:00 am.
- 4.19.3.4 Parking: Home Day Care, Day Care Facilities and Child Care Centers shall provide one off-street parking space per four (4) children plus one (1) space per employee who does not reside on the premises.
- 4.19.3.5 Signs: Home Day Care may have one unlighted sign not to exceed four square feet. Day Care Facilities located in the Residential A, Residential B or Rural Districts may have an unlighted sign not to exceed 12 square feet.
- 4.19.3.6 Employees: Day Care Facilities located in the Residential A, Residential B or Rural Districts may employ one (1) person who does not reside on the premises.
- 4.19.3.7 Day Care Facility. Notwithstanding the definition of Day Care Facility, when located in a commercial or industrial district this use is not required to be operated within a dwelling or by a person residing on the premises. Notwithstanding the definition of Day Care Facility, when located in a Rural District this use may be operated within a separate building on a lot common to a dwelling in which a person or persons operating the facilities reside.
- 4.19.3.8 As part of the review process written comment shall be obtained from Hampden Public Safety to identify any child safety issues.
- 4.19.3.9 Child care centers located in the Residential B district shall be a re-use of an existing building, although building additions and alterations are allowed.

4.19.4 Approvals Required

- 4.19.4.1 Home Day Care is subject to §5.3.2.2 *Certificate of Compliance* regulations.
- 4.19.4.2 Day Care Facility is subject to approval as stipulated in §3.1.3, Use Table.
- 4.19.4.3 Child Care Centers operated as a business are subject to approval as stipulated in §3.1.3, Use Table.

4.20 Customary Rural Business - Repealed 7-18-18**4.21 Structures Necessary For Access For Person With Disabilities – Repealed 7-18-18****4.22 Wireless Telecommunications Facilities**

4.22.1 Applicability - This subsection applies to all construction and expansion of wireless telecommunications facilities, as defined in §7.2, except as provided in §4.22.2 below.

4.22.2 Exemptions - The following are exempt from the provisions of §4.22:

- 4.22.2.1 Public Wireless Telecommunications Facilities. Wireless telecommunications facilities for communications by public officials.
- 4.22.2.2 Amateur (Ham) Radio Stations. Amateur (ham) radio stations licensed by the Federal Communications Commission (FCC).
- 4.22.2.3 Parabolic Antennae. Parabolic antennae less than seven feet (7') in diameter, that are an accessory use of the property.
- 4.22.2.4 Maintenance or Repair. Maintenance, repair or reconstruction of a wireless telecommunications facility and related equipment, provided that there is no change in the height or any other dimension of the facility.
- 4.22.2.5 Temporary Wireless Telecommunications Facilities. Temporary wireless telecommunications facilities, including temporary microcell wireless tele-communications facilities, in operation for a maximum period of one hundred eighty (180) days shall be permitted under the provisions of §4.12 Temporary Structures.
- 4.22.2.6 Antennas as Accessory Uses. An antenna or satellite dish that is an accessory use to a residential dwelling unit.
- 4.22.2.7 Microcell Wireless Telecommunication Facilities. Microcell wireless telecommunication facilities as defined in §7.2 when co-located on water towers.

4.22.3 Site Plan Review Application. Wireless telecommunications facilities shall be subject to Site Plan Review under the provisions of §4.1 of this ordinance. Applications for approval of wireless telecommunications facilities, including expansions of existing facilities, shall comply with the application requirements of §4.1.4 and shall include the following additional information:

- 4.22.3.1 A copy of the FCC license for the facility, or a signed statement from the owner or operator of the facility that the facility will comply with all applicable FCC regulations.
- 4.22.3.2 A site plan prepared and certified by a professional engineer, registered in Maine, indicating the location, type and height of the proposed facility, antenna capacity, on-site and abutting off-site land uses, means of access, and setbacks from property lines. The site plan must include certification by a professional engineer registered in Maine that the proposed facility complies with all American National Standards Institute (ANSI) and other applicable technical codes.
- 4.22.3.3 Elevation drawings of the proposed facility, and any other proposed structures, showing height above ground level.
- 4.22.3.4 A landscaping plan indicating the proposed placement of the facility on the site; the location of existing structures, trees and other significant site features; the type and location of plants proposed to screen the facility; the method of fencing; the color of the structure; and the proposed lighting method.
- 4.22.3.5 A written description of how the proposed facility fits into the applicant's telecommunications network. This submission requirement does not require disclosure of confidential business information. The narrative shall identify the following:
 - 1. Duration of time for which the proposed facility would be visible to a passing motorist or boater within a designated scenic resource as identified in the Town of Hampden Comprehensive Plan;
 - 2. The tree line elevation of vegetation within 100 feet of the facility; and
 - 3. The distance to the proposed facility from scenic areas and scenic views located within a one mile radius of the proposed site, as designated in the Comprehensive Plan.
- 4.22.3.6 Evidence demonstrating that no existing building, site, or structure can accommodate the applicant's proposed facility, which may consist of one or more of the following:

1. Evidence that no existing facilities are located within the targeted market coverage area as required to meet the applicant's engineering requirements;
2. Evidence that existing facilities do not have sufficient height, or cannot be increased to a sufficient height at a reasonable cost and within the height limitations of this ordinance, to meet the applicant's engineering requirements;
3. Evidence that existing facilities do not have sufficient structural strength to support the applicant's proposed antenna(e) and related equipment;
4. For facilities existing prior to the effective date of this subsection, evidence that the fees, costs or contractual provisions required by the owner in order to share or adapt an existing facility are unreasonable; or
5. Evidence that an otherwise suitable facility is legally unavailable for the applicant's use after a good-faith effort to secure authorization to use such facility.

4.22.3.7 A form of surety approved by the Planning Board to pay for the costs of removing the facility if it is discontinued.

4.22.4 Standards. The applicant for approval of a new wireless telecommunications facility or expansion must demonstrate compliance with the following approval standards:

- 4.22.4.1 Lot Dimensions. Notwithstanding the lot dimension requirements of the underlying zoning district, the following dimensional standards shall apply to new wireless telecommunications facilities approved under this ordinance:
1. Minimum lot area. The minimum lot area for new wireless telecommunications facilities shall be 10,000 square feet. The area of any access drives shall be excluded in calculating the lot area for this purpose. The Planning Board may require a larger lot when necessary to accommodate guy wires or other supporting cables or structures. The minimum lot area shall not apply to facilities, other than towers, co-located on existing facilities or structures. Provided, that any new facility requiring on-site sewage disposal or an on-site ground water supply shall meet the minimum lot area requirements of the underlying zoning district.
 2. Where a lot meeting the requirements of this subparagraph is created through division of an existing lot, through sale, lease, or otherwise, the existing lot, following such division, must continue to meet all dimensional requirements of the underlying zoning district.
 3. Minimum road frontage and street yard. The minimum road frontage and street yard requirements of the underlying zoning district shall not apply to lots for new wireless telecommunications facilities. Provided, however, that each lot for a new wireless telecommunications facility shall be provided with leased or deeded access, sufficient for use by emergency and service vehicles, to a public road or year-round public right-of-way.
 4. Minimum other yard. The minimum depth for other yards shall be as provided in the underlying zoning district. Transmission towers, tower-mounted antennas, guy wires and other supporting cables and structures may not be located within the required other yard areas. Yard requirements for the principal and accessory structures must be met within the leased or deeded area of the lot concerned.
 5. Maximum ground coverage. The maximum ground coverage provisions of the underlying zoning district shall not apply.
 6. Maximum height. The maximum height for transmission towers, tower-mounted antennas and supporting towers or antennas shall be two hundred feet (200'). The maximum height for other structures or buildings shall be as provided in the underlying zoning district.
 7. Accessory structures. Dimensional requirements for accessory structures shall be as provided in the underlying zoning district.

- 4.22.4.2 **Siting on Municipal Property.** If an applicant proposes to locate a new wireless telecommunications facility, or expand an existing facility, on municipal property, the applicant must show the following:
1. The proposed location complies with applicable municipal policies and ordinances.
 2. The proposed facility will not interfere with the intended use of the property.
 3. The applicant has adequate liability insurance and a lease agreement with the municipality that includes reasonable compensation for the use of the property and other provisions to safeguard the public rights and interests in the property.
- 4.22.4.3 **Design for Co-location.** A new wireless telecommunications facility and related equipment must be designed to accommodate future co-location of at least three additional wireless telecommunications facilities or providers.
- 4.22.4.4 **Public Road Setback Requirements.** New wireless telecommunications facilities approved under this ordinance must be located a minimum of two hundred feet (200') from all public roads and public rights-of-way existing as of the application date. Except as provided in paragraph 5 below, the setback area need not be owned or controlled by the facility owner or applicant.
- 4.22.4.5 **Clear Zones.** All telecommunications towers and tower-mounted antenna must be set back one hundred five percent (105%) of the tower height from all abutting properties. This setback requirement may be satisfied by including areas outside the wireless telecommunication facility's lot boundaries, if secured by a recorded easement that precludes location of buildings intended for human or animal occupancy from the clear zone area. The following exceptions apply to this requirement:
1. The required setback may be reduced by the Planning Board upon a showing by the applicant that the facility is designed to collapse in a manner that will not harm other property.
 2. An antenna is exempt from the setback requirement if it extends no more than five feet (5') horizontally from the edge of the structure to which it is attached, and does not encroach upon an abutting property.
- 4.22.4.6 **Landscaping.** A new wireless telecommunications facility must be screened with native plants from view of abutting properties, to the maximum extent practicable. The intent is to site such facilities in an existing stand of mature wooded land.
1. This wooded area must surround the tower and accessory structures in all directions for a radius of at least 100 feet from the edge of the proposed development.
 2. his landscaping requirement may be satisfied by either a lot of sufficient size to include the required landscaping area or by including areas outside the wireless telecommunication facility's lot boundaries, if secured by a recorded easement that provides adequate control to preserve existing native plants and natural landforms.
 3. The site shall be preserved as follows: Selective cutting of trees within the buffer strip is permitted provided that a well distributed stand of trees and other vegetation is maintained. For the purposes of this section a "well-distributed stand of trees and other vegetation" adjacent to a tower, shall be defined as maintaining a rating score of twelve (12) or more in any twenty-five (25') foot by twenty-five (25') foot square (six hundred twenty-five [625] square feet) area as determined by the following rating system:

<u>Tree Diameter (DBH, measured 4.5' from ground)</u>	<u>Point Value</u>
2 – 4 inches	1
4 – 12 inches	2
Larger than 12 inches	4

Notwithstanding the above provisions, no more than forty (40%) percent of the total volume of trees four inches or more diameter, DBH may be removed in any ten year period.

- 4.22.4.7 Fencing. A new wireless telecommunications facility must be fenced to discourage trespass on the facility and to discourage climbing on any structure by trespassers.
- 4.22.4.8 Lighting. A new wireless telecommunications facility must be illuminated only as necessary to comply with Federal Aviation Administration (FAA) or other applicable federal and state requirements. However, security lighting may be used as long as it is shielded to be down-directional, so as to retain light within the boundaries of the site to the maximum extent practicable.
- 4.22.4.9 Structural Standards. A new wireless telecommunications facility must comply with the current Electronic Industries Association/Telecommunications Industries Association (EIA/TIA) 222 Revision Standard titled *Structural Standards for Steel Antenna Towers and Antenna Supporting Structures*.
- 4.22.4.10 Noise. A new wireless telecommunications facility or expansion must be designed to minimize noise disturbances to abutting properties, to the extent practicable. This requirement shall not apply during construction, repair or replacement, while operating a back-up generator during electric power outages, or during testing of a back-up generator between the hours of 8:00 a.m. and 6:00 p.m.

4.22.5 Standard Conditions of Approval. The following standard conditions of approval shall be a part of any approval issued by the Planning Board. Reference to the conditions of approval shall be clearly noted on the site plan, and shall include:

- 4.22.5.1 Future Co-Location. The owner of the wireless telecommunications facility and his or her successors and assigns agree to:
 - 1. Respond in a timely, comprehensive manner to a request for information from a potential co- location applicant, in exchange for a reasonable fee not in excess of the actual cost of preparing a response;
 - 2. Negotiate in good faith for shared use of the wireless telecommunications facility by third parties;
 - 3. Allow shared use of the wireless telecommunications facility if an applicant agrees in writing to pay reasonable charges for co-location;
 - 4. Require no more than a reasonable charge for shared use of the wireless telecommunications facility, based on rates typically charged by commercial facility owners in the local market. This charge may include, but is not limited to, a pro rata share of the cost of site selection, planning, project administration, land costs, site design, construction and maintenance, financing, return on equity, depreciation, and all of the costs of adapting the facility tower or equipment to accommodate a shared user without causing electromagnetic interference. The amortization of the above costs by the facility owner shall be accomplished at a reasonable rate, over the projected economic life span of the wireless telecommunications facility.

4.22.6 Discontinuance. A wireless telecommunications facility that is not operated for a continuous period of twelve (12) months after commencement of operation shall be considered to be discontinued. The Code Enforcement Officer shall notify the owner of a discontinued facility in writing and order removal of the facility within ninety (90) days of receipt of the written notice. The owner of the facility shall have thirty (30) days from receipt of the written notice to demonstrate to the Code Enforcement Officer that the facility has not been discontinued.

If the owner fails to show that the facility has not been discontinued, the owner shall have sixty (60) days to remove the facility. If the facility is not removed within this period, the municipality may remove the facility at the owners expense. The owner of the facility shall pay all necessary and reasonable site reclamation costs, as determined by the Code Enforcement Officer, to return the site to its pre- construction condition, including the removal of roads and the re-establishment of vegetation.

If a surety has been given to the municipality to assure removal of the facility, the owner of the facility may apply to the Planning Board for release of the surety when the facility and related equipment have been removed by the owner to the satisfaction of the Planning Board, or when the expense of removal and reclamation by the municipality have been reimbursed by the owner or surety.

4.23 Excavation, Gravel Pit and Quarry

4.23.1 Purpose. The purpose of §4.23 is to:

- 4.23.1.1 Regulate in an environmentally sound manner the excavation, removal, processing, and storage or stockpiling of topsoil, loam, rock, sand, gravel, clay, and other similar earth materials within the Town. and provide for the sound reclamation of all excavations within the Town.
- 4.23.1.2 Protect the quantity and quality of the groundwater and other water bodies.
- 4.23.1.3 Prevent a lowering of the average water table.
- 4.23.1.4 Control erosion.
- 4.23.1.5 Regulate access to excavations to and from public and private streets or roads.
- 4.23.1.6 Provide for the safety of the public.
- 4.23.1.7 Ensure continued access to and availability of a critical natural resource for the benefit of the people of Hamden and the State of Maine.”.

4.23.2 Effective Date. These provisions shall apply to all applications received after January 16, 2008.

4.23.3 Applicability. After January 16, 2008, all excavations within the Town shall be operated and maintained in accordance with the requirements of this Ordinance except for those excavations with previously issued valid permits that specifically allow otherwise. Examples of exceptions include, but are not limited to, previously issued site location of development permits, (38 MRSA §480), filed a Notice of Intent to Comply with the Performance Standards for Excavation and/or Quarries (38 MRSA §490) and amendments and variances thereof or other arrangements that have been approved by the Maine Department of Environmental Protection. Notwithstanding other permits or approvals all excavations in the Town will be subject to the Reclamation provisions of this Ordinance. Notwithstanding the foregoing all excavations, gravel pits and quarries shall be subject to the requirements of §4.23.4 Registration of Existing Excavations, §4.23.7.3 Buffer Strips, §4.23.8 Reclamation, and §4.23.7.10. Noise. Activities such as filling and grading land in preparation for development and construction activities and stockpiles of materials for use in construction and industrial activities are governed in §4.9 Filling and Grading of Land and Stockpiling of Materials.

4.23.4 Registration of Existing Excavations. In order to preserve existing conforming buffers, improve the quality of undersized natural buffer areas and to create a benchmark for future review and closure of existing excavations, gravel pits and quarries any such activity within the Town of Hampden shall be registered with the town under this ordinance. Registration will create a benchmark for excavations, gravel pits and quarries. The basis of the benchmark document will be a site exhibit of the excavation parcel(s) superimposed upon Town provided digital aerial photography dated April, 2006 (and revisions thereafter). In addition to the site exhibit and the aerial photography the following items shall be included.

- 4.23.4.1 Name, address, telephone number, fax, and email address of current owner of the property.

- 4.23.4.2 Name, address, telephone number, fax, and email address of operator if different from owner.
- 4.23.4.3 For excavations subject to current Maine Department of Environmental Protection permitting or any other State or Federal regulations copies of those permits and plans shall be submitted with the application.
- 4.23.4.4 A site exhibit plan containing the following:
 - 1. Boundaries of the entire parcel to sub-meter accuracy.
 - 2. Present use of entire parcel including existing excavated areas.
 - 3. Type and location of all existing and proposed surface water including drainage ways.
 - 4. Limits (top of bank) of the areas previously excavated to sub-meter accuracy.
 - 5. Limits of the areas previously reclaimed.
 - 6. Limits of the areas proposed to be excavated including those areas (identified in §4.23.5.1 subject to current Maine Department of Environmental Protection permitting)
- 4.23.4.5 A narrative description of the operations including methods of excavation, gravel pit and quarry, uses of on-site processing equipment, type and location of any structures, stockpiled materials, disposition of stumps, brush, or other materials, and on-site storage of any hazardous materials.
- 4.23.4.6 Parcel description by tax map and copy of deed with Registry of Deeds Book and Page Number.
- 4.23.4.7 A signed statement attesting that, to the best of the Applicant's knowledge, the information contained in the application is true, accurate, and complete.

All existing excavations, gravel pits and quarries within the Town of Hampden shall register their operation with the town and submit the required documents in accordance with this section within six months of the effective date of this amendment.

4.23.5 Jurisdictional Classifications. This section recognizes two general jurisdictional classifications of excavations and the regulations contained herein make certain distinctions between them:

- 4.23.5.1 Those excavations that are required to have a permit from the Maine Department of Environmental Protection in accordance with PERFORMANCE STANDARDS FOR EXCAVATIONS FOR BORROW, CLAY, TOPSOIL, OR SILT 38 MRSA §§ 490-A to 490-M (generally five acres of activity), PERFORMANCE STANDARDS FOR QUARRIES (38 MRSA §§490W – 490Z) or excavations that have (or are required to have) filed a notice of intent to comply pursuant to 38 MRSA § Section 484-A of the Site Location of Development Law and have adhered with the compliance schedule as required by that Section.
- 4.23.5.2 Those excavations that are not required to have a permit from the Maine Department of Environmental Protection as identified in 4.23.5.1, but are required to have an excavation permit from the Town.
- 4.23.5.3 Note that there are also earthmoving activities governed under §4.9, Filling and Grading of Land and Stockpiling of Materials.

4.23.6 Excavation Permits

- 4.23.6.1 Permit required. Any proposed new excavation, or any proposed expansion of an existing excavation, beyond previously approved limits, is required to obtain an excavation permit from the Town in accordance with the requirements of this Ordinance.
- 4.23.6.2 Duration. An excavation permit shall be for eight years by the Planning Board.
- 4.23.6.3 Planning Board approval required. Planning Board approval is required before an excavation permit is issued by the Town.
- 4.23.6.4 Application procedure and contents. An application for an excavation permit shall be submitted to the Code Enforcement Officer. The application and its contents shall be sealed by a

professional engineer. The Code Enforcement Officer shall verify that the application is complete. The following information shall be included with the application for a permit:

1. Name, address, telephone number, fax, and email address of current owner of the property.
 2. Name, address, telephone number, fax, and email address of operator if different from owner.
 3. For excavations identified in §4.23.5.1 subject to current Maine Department of Environmental Protection permitting or any other State or Federal regulations copies of those permits and plans shall be submitted with the application.
 4. A site plan in accordance with §4.1 Site Plan Review. In addition to the requirements of §4.1 the site plan shall also contain the following:
 1. Boundaries of the entire parcel to sub-meter accuracy.
 2. Contours of land within the proposed excavation area and 100 feet beyond the limits of the excavation contour intervals of not more than five feet. For areas beyond those requiring five foot contour intervals and for land areas extending two-hundred (200) feet in all directions beyond the boundaries of the parcel contours intervals shall be not more than 10 feet.
 3. Present use of entire parcel including existing excavated areas.
 4. Type and location of all existing and proposed surface water including drainage ways.
 5. Limits of the areas excavated, reclaimed and proposed to be excavated.
 6. Location of all proposed accesses to and from public or private streets.
 7. The location of existing wells and waterbodies.
 5. Reserved.
 6. The depth to groundwater at the site of the proposed excavation as determined by test pits or boring(s) to substantiate that the groundwater will not be disturbed. The number of test pits or borings to be required shall be a minimum of 1 per site and no less than 1 for each five-acre proposed excavation.
 7. Plans for controlling access to the site.
 8. Provisions for shielding the excavation from surrounding properties with adequate screening or buffering.
 9. Description of existing or proposed signs and lighting.
 10. A narrative description of the operations including methods of excavation, gravel pit and quarry, uses of on-site processing equipment, type and location of any structures, stockpiled materials, disposition of stumps, brush, or other materials, and on-site storage of any hazardous materials including SPCC plans (spill plan).
 11. Parcel description by tax map and copy of deed with Registry of Deeds Book and Page Number.
 12. Names and addresses of abutting property owners.
 13. Present uses of abutting and nearby properties.
 14. A signed statement attesting that, to the best of the Applicant's knowledge, the information contained in the application is true, accurate, and complete.
- 4.23.6.5 Review. The Planning Board shall review each application for an excavation permit according to the procedures of this Ordinance.
- 4.23.6.6 Conflicting regulations. For excavations identified in §4.23.5.1 subject to current Maine Department of Environmental Protection permitting, in the event that the provisions of this ordinance are inconsistent with State statutes or regulations of the Department of Environmental Protection, the State statute or regulation shall prevail. The foregoing sentence shall not be construed as preventing the Town from adopting or enforcing more stringent requirements under this ordinance.
- 4.23.6.7 Timeline. Within 30 days of receipt of an application for an excavation, gravel pit and quarry permit the Code Enforcement Officer shall write a letter indicating that the application is complete and ready for review or detailing what elements of the application are deficient. A

public hearing by the Planning Board shall be held within forty-five (45) days of the date that the Code Enforcement Officer determines that the application is complete.

- 4.23.6.8 Planning Board review criteria. The Planning Board shall determine that the excavation, as planned, will conform to the requirements of the district in which it is to be located and to other pertinent requirements of this Ordinance. Following such determination, the board shall approve the proposed excavation plan if it makes a positive finding based on the evidence presented that it meets all of the following standards. In all cases, the burden of proof shall be upon the applicant.
1. Buffer strips and shielding in accordance with the requirements of §4.23.7 of this Ordinance.
 2. Fencing to protect children when adjacent to a school or for other similar special circumstances.
 3. Signs in accordance with the provisions of §4.7.5 and lighting in accordance with the provisions of §4.7.3 designed to minimize public nuisance conditions or undesirable aesthetic effects on the neighborhood.
 4. Safe entrances and exits in accordance with the provisions of the Zoning Ordinance.
 5. Documentation of security provisions on both the site plan and in written narrative.
 6. Mitigation plan for control of noise, dust, runoff, and other environmental considerations that are outside of the property line boundaries of the excavation operation.
 7. The plan shall also present mitigation measures to minimize negative impacts of the project on surrounding or nearby properties or public facilities including, but not limited to public roads.

4.23.7 Excavation Regulations

- 4.23.7.1 General. All excavation operations shall be in accordance with the excavation and reclamation requirements of the Maine Department of Environmental Protection and the requirements of the applicable sections of this Ordinance.
- 4.23.7.2 Property lines. All property boundaries must be identified by markers such as metal posts, stakes, flagging, or blazed trees.
- 4.23.7.3 Buffer Strips. A natural buffer strip of existing vegetation must be maintained in accordance with the following requirements:
1. A natural buffer strip at least twenty-five (25) feet wide must be maintained between any topsoil excavation and any property boundary. A natural buffer strip at least fifty (50) feet wide must be maintained between any other excavation and any property boundary. These distances may be reduced to not less than ten (10) feet with the written permission of the affected abutting property owner or owners. The written permission indicating the registry book and page reference to the subject property(s) shall be recorded at the Penobscot County Registry of Deeds. The distance may not be reduced to less than twenty-five (25) feet from the boundary of any cemetery or burial ground.
 2. The buffer strip between excavations owned by abutting owners may be eliminated with the written permission of the abutters, provided that the elimination of this buffer strip does not increase the runoff from either excavation across the property boundaries.
 3. A natural buffer strip at least one-hundred (100) feet wide must be maintained between any quarry and any property boundary. This distance may be reduced to not less than ten (10) feet with the written permission of the affected abutting property owner or owners. The written permission indicating the registry book and page reference to the subject property(s) shall be recorded at the Penobscot County Registry of Deeds.. The distance may not be reduced to less than twenty-five (25) feet from the boundary of any cemetery or burial ground.
 4. The buffer strip between quarries owned by abutting owners may be eliminated with the written permission of the abutters, provided that the elimination of this buffer strip does not increase the runoff from either excavation across the property boundaries.

5. Natural buffer strips must be maintained for the environmental protection of flowing water, water bodies, wetlands, and significant wildlife habitats contained in wetlands as follows:
 1. A natural buffer strip at least one-hundred (100) feet wide must be maintained between the working edge of any excavation or quarry and the normal high water line of a great pond classified as GPA or a river or stream flowing to a great pond classified as GPA.
 2. A natural buffer strip at least seventy-five (75) feet wide must be maintained between the working edge of any excavation or quarry and any other water body.
 3. A natural buffer strip at least seventy-five (75) feet wide must be maintained between the working edge of any excavation or quarry and any river, stream, or brook as defined in 38 MRSA Section 480-B.
 4. A natural buffer strip at least seventy-five (75) feet wide must be maintained between the working edge of any excavation or quarry and a freshwater wetland consisting of or containing either or both of:
 - a. Under normal circumstances, at least twenty-thousand (20,000) square feet of aquatic vegetation, emergent marsh vegetation, or open water except for artificial ponds or impoundments (aka wetlands of special significance).
 - b. Peat lands dominated by shrubs, sedges, and sphagnum moss.
 5. A natural buffer strip at least seventy-five (75) feet wide must be maintained between the working edge of any excavation or quarry and a significant wildlife habitat contained within a freshwater wetland.
 6. A natural buffer strip at least one-hundred-fifty (150) feet wide must be maintained between the working edge of any excavation or quarry and the nearest edge of the right of way of an adjacent road designated as a Scenic Highway by the Department of Transportation.
 7. A natural buffer strip at least one-hundred (100) feet wide must be maintained between the working edge of any excavation or quarry and the nearest edge of the right of way of any adjacent public road that has not been designated as a Scenic Highway.
 8. A natural buffer strip at least fifty (50) feet wide must be maintained between the working edge of any excavation or quarry and any adjacent private road as well as the nearest edge of the right of way of any adjacent private road present at the time of application submission. The width of the buffer strip adjacent to a private right of way may be reduced if written permission is obtained from those who possess the use of the right of way. The written permission must be recorded in association with the deed of the affected property of the right of way at the Penobscot County Registry of Deeds.
 9. The vegetation located within natural buffer strips between the working edge of any excavation or quarry and any adjacent property lines and roads shall provide shielding from excavation activities. In the event that the Planning Board determines after a site visit that the required natural buffer strips called for in this section do not provide adequate levels of shielding, applicant shall provide a mitigation plan to augment the existing tree growth to satisfy this regulation. The Planning Board may consider adjacent land uses when determining the appropriate level of shielding.
- 4.23.7.4 Dust. Dust generated by activities at the excavation, including dust associated with traffic, must be controlled by reasonable means such as watering, paving, or other suitable management practices.
- 4.23.7.5 Erosion and sedimentation control for all reclaimed and unreclaimed areas. Erosion and sedimentation control for all reclaimed and unreclaimed areas, except for access roads, shall be in accordance with the following:

1. The area of a working excavation may not exceed ten (10) acres except for excavations that have received a variance under 38 MRSA § 490 E or § 490 CC.
 2. Stockpiles of top soil to be used for reclamation must be seeded, mulched, or otherwise temporarily stabilized.
 3. Grubbed areas shall be stabilized.
 4. Sediment shall be contained within the excavation site. Sediment shall not leave the parcel and shall not enter a protected natural resource.
- 4.23.7.6 Erosion and sedimentation control for access roads. Erosion and sedimentation control for access roads, shall be in accordance with the Maine Department of Environmental Protection best management practices.
- 4.23.7.7 Surface water discharges. Surface water discharges from the excavation and associated improvements shall comply with the standards contained in §4.1.6.2.8 and may not increase the post development storm water runoff rate for storms up to a level of intensity of a twenty-five (25) year, twenty-four (24) hour storm and must also be in accordance with the following standards:
1. Grading or other construction activity on the site may not alter natural drainageways such that the drainage, other than that which occurred before development, adversely affects an adjacent parcel of land, or that any drainageways flowing from an adjacent parcel of land to the parcel are impeded.
 2. Excavations or quarries two (2) acres or larger in size must be naturally internally drained. Structures such as detention ponds, retention ponds, and undersized culverts may not be used to meet the requirements of this Section unless the operator first obtains a variance from the Department of Environmental Protection in accordance with the requirements of 38 MRSA Section 490-E for gravel pits, 490-CC for quarries, and submits a copy of the variance approval to the Code Enforcement Officer.
- 4.23.7.8 Protection of groundwater, setbacks & separation. To ensure adequate protection of groundwater, setback requirements for excavations and quarries shall be in accordance with the following requirements:
1. Excavation may not occur within a vertical distance of five (5) feet of the seasonal high water table except for excavations that have received a variance under 38 MRSA §490 E or §490 CC. A benchmark sufficient to verify the height of the seasonal high water table must be established and at least one test pit or monitoring well must be established on each five (5) acres of unreclaimed land.
 2. A minimum separation of two-hundred (200) feet must be maintained between any excavation and any private drinking water supply that is a point-driven or dug well and that was in existence prior to the excavation.
 3. A minimum separation of one-hundred (100) feet must be maintained between any excavation and any private drinking water supply that is drilled into saturated bedrock and that was in existence prior to the excavation.
 4. A minimum separation of one-thousand (1000) feet must be maintained between any excavation and a public drinking water source present at the time of application submission.
- 4.23.7.9 Protection of groundwater, contamination. To ensure adequate protection of groundwater, operational requirements for excavations and quarries shall be in accordance with the following requirements: Refueling operations, oil changes, and other maintenance activities requiring the handling of fuels, petroleum products, hydraulic fluids, and other on site activity involving the storage or use of products that, if spilled, may contaminate groundwater, shall be conducted in accordance with a Maine Department of Environmental Protection spill prevention, control, and countermeasures plan. Petroleum products and other substances that may contaminate groundwater shall be stored and handled over impervious surfaces that are designed to contain

spills. The spill prevention, control, and countermeasures plan shall be on file and available for inspection at the site.

- 4.23.7.10 Noise. The level of noise associated with the operation of an excavation or quarry shall be controlled to minimize impacts upon nearby neighbors. All operations shall be conducted in accordance with the following requirements:
1. Except as noted in §4.23.7.13 and §4.23.7.14 below, routine operation of an excavation shall not cause sound levels at any property line of the excavation, or a property line of a contiguous property owned by the operator whichever is farther from the sound source, that exceed the following limits: No such activities that would generate noise shall be permitted between 9:00 pm and 5:00 am Monday through Saturday and no noise generating activities shall be permitted at any time all day Sunday. Hours of operation may be waived temporarily in accordance with §4.23.7.10.2.
 2. The Hampden Town Council shall have the authority to waive the hours of operation for a period not to exceed one month for cause, such as a special construction project. The Town Council shall consider ways to mitigate noise during these construction projects that will best balance industry needs and neighborhood needs.
 3. In the event that noise levels are found by neighboring property owners to be a nuisance operators shall meet with the affected property owners and town officials to effect a mutually acceptable remediation plan which shall be established and followed. Particular attention shall be given to noise generators that are loud and intrusive as well as those that are persistent and repetitive for long periods of time.
- 4.23.7.11 Sound levels, routine operation. Sound levels resulting from routine operation of excavations and quarries shall be measured in accordance with the rules and regulations of the Department of Environmental Protection for noise as found in Chapter 375 Section 10-H.
- 4.23.7.12 Sound levels, blasting. Sound resulting from production blasting at an excavation and quarry shall be measured in peak linear sound level (dBLA) with a linear response down to 5 Hz and shall be limited as follows:
1. Blasting shall not occur on Sundays.
 2. Blasting shall not occur between the hours of 5:00 p.m. and 8:00 a.m.
 3. Blasting shall not occur more frequently than four times per day.
- 4.23.7.13 Governing Regulation Blasting. Blasting must be conducted in accordance with 25 MRSA, Chapter 318 and 38 MRSA, Section 490-Z.
- 4.23.7.14 Exemptions. The following activities are exempt from the sound level limits in this Section.
1. Registered and inspected vehicles while operating on public ways, or while entering the excavation area to make a delivery or a pickup and which are moving, starting, or stopping, but not when they are parked continuously for more than sixty (60) minutes in the excavation area.
 2. Warning signals and alarms. Notwithstanding this provision if back-up alarms create persistent noise and are found by the Code Enforcement Officer to be a noise nuisance to neighboring property owners those devices shall not be deemed as exempt from the sound limits of this section.
 3. Emergency maintenance and repairs
 4. Operations necessary for public works projects.
 5. Railroad activities accessory to excavation activities regulated in this section.
- 4.23.7.15 Significant Wildlife Habitat. No part of any land affected by a gravel mining operation may be located in a significant wildlife habitat, as defined in 38 MRSA Section 480-B, or in an area listed pursuant to the Natural Areas Program, 12 MRSA Section 544.
- 4.23.7.16 Waste disposal. Solid waste, including stumps, wood waste, and land-clearing debris generated on the affected land must be disposed of in accordance with the rules of the Maine

Department of Environmental Protection Chapter 13, including any rules adopted to implement those laws.

- 4.23.7.17 Traffic. Truck traffic at any excavation operation shall be limited to thirty-five (35) trucks per hour or comply with applicable permit requirements of the Maine Department of Transportation under Title 23, Section 704-A, and all applicable Ordinances of the Town.

4.23.8 Reclamation

- 4.23.8.1 General. Any land on which excavation or quarry activities were conducted thereon between May 14, 2007 and January 16, 2008, or which are conducted thereon at any time subsequent to January 16, 2008, must be reclaimed in accordance with the requirements of this Section or as provided under 38 MRSA Section 490-E or 490-CC.
- 4.23.8.2 Purpose. The purpose of reclamation is to restore affected areas to a condition that is environmentally sound and sustainable and that does not preclude the future development of such land because of instability, stagnant ponds or flooding.
- 4.23.8.3 Categories of Reclamation. Reclamation may include, but is not limited to:
1. Stabilization of slopes.
 2. Creation of safety benches.
 3. Planting of forests.
 4. Seeding of grasses and legumes.
 5. Seeding for grazing purposes.
 6. Planting of crops for harvest.
 7. Enhancement of wildlife and aquatic habitat.
 8. Enhancement of aquatic resources.
 9. Enhancement of recreational resources.
- 4.23.8.4 Alternate Reclamation. An owner or operator may apply to the Planning Board for approval of plans for alternative forms of reclamation.
1. The site may be converted to another use.
 2. An owner or operator may develop a recreational management area and be exempt from the reclamation standards set forth in this Section if the following three conditions are all met:
 1. The owner or operator first obtains a variance from the Maine Department of Environmental Protection in accordance with the requirements of 38 MRSA Section 490-E for gravel pits and 490-CC for quarries.
 2. The Off-road Recreational Vehicle Division of the Maine Department of Inland Fisheries and Wildlife determines that the site is suitable under Title 12, Section 1893-A.
 3. The owner or operator receives site plan approval from the Planning Board.
- 4.23.8.5 Best Management Practices. Unless otherwise approved by the Planning Board, reclamation shall be conducted in accordance with the Maine Department of Environmental Protection best management practices for erosion and sediment control within two (2) years after final grading and shall include:
1. Side slopes shall not be steeper than one (1) foot vertical for two-and-one-half (2 1/2) feet horizontal.
 2. A vegetative cover shall be established by seeding within one year of the completion of excavation. Vegetative cover is acceptable if, within one year of seeding both of the following are accomplished:
 1. The planting of trees and shrubs results in a permanent stand or a stand capable of regeneration and succession, sufficient to ensure a 75% survival rate.
 2. The planting of all materials results in a permanent ninety (90) percent of ground coverage.

3. The CEO may require, when no longer in use for its intended purpose, the removal of all associated above ground structures, equipment, foundations, utilities, and access roads or driveways constructed to specifically service the reclaimed area.

4.23.8.6 **Surety.** The Town shall require an acceptable form of surety to cover the estimated cost to complete the reclamation of excavations with a working excavation larger than one acre in size, excluding any reclaimed areas, unless the operator demonstrates that a bond or similar financial assurance has been secured for the Maine Department of Environmental Protection pursuant to 38 MRSA Section 490-E. The estimated cost to complete the reclamation shall be determined on the basis of usual, customary, and reasonable costs for similar reclamation. The applicant shall provide surety in the form of cash, certified bank checks, insurance bonds, or irrevocable letters of credit all payable to the Town. Any such surety shall be satisfactory to the Municipal Officers and to the Town Attorney as to sufficiency, manner of execution, and amount. The applicant shall record a limited easement to provide the Town and/or a third party the right to enter the subject property and engage in construction activities therein for the purpose of completing reclamation of the property in the event that the performance guarantee must be utilized.

4.23.9 District Regulations

- 4.23.9.1 Excavation limited to the Rural District. Excavation activities requiring a permit in accordance with §4.23.6 of this Ordinance shall be considered allowed uses in the Rural District only.
- 4.23.9.2 Excavation further regulated under Shoreland Zoning. Resource Protection (RP) and Stream Protection (SP) Districts and land areas subject to Shoreland Zoning are further regulated under the Shoreland Zoning Ordinance.

4.23.10 Inspections. Annual inspections are required for all excavations. The purpose of annual inspections is to determine or reaffirm that the excavation is in full compliance with all applicable requirements of §4.23 Excavation, Gravel Pit and Quarry.

- 4.23.10.1 Annual inspection shall be filed as part of the Annual Report required in §4.23.14.
- 4.23.10.2 Annual inspections. Annual inspections of excavations shall be performed by persons who are deemed qualified by the Code Enforcement Officer to determine the degree of compliance of the excavation with the requirements of this Ordinance. Persons deemed qualified shall include but not be limited to professional engineers and professional land surveyors.
 1. All costs of the inspection shall be borne by the owner or operator of the excavation.
 2. The person doing the inspection shall be provided with an escort in accordance with the rules and regulations of the Federal Mining Safety and Health Administration (MSHA). Upon appropriate notice, the operator or a designee shall be the escort for inspection of the excavation.
 3. The person doing the inspection shall determine, as much as may be possible, the extent of the compliance of the excavation with the requirements of this Ordinance. If there are any instances of not being in compliance, those instance shall be noted on the inspection form in accordance with §4.23.10.2.4 of this ordinance.
 4. The person doing the inspection shall complete the proper inspection form “Annual Inspection for Excavations”, with any appropriate comments, and deliver the completed form to the owner or operator.
 5. The owner or operator shall forward a copy of the completed inspection report to the Code Enforcement Officer within thirty (30) days of receipt with payment of a fee in accordance with the Town of Hampden Fees Ordinance for the recording of the report.
- 4.23.10.3 DEP inspections accepted. Inspections of excavations (identified in §4.23.5.1 subject to current Maine Department of Environmental Protection permitting) by the Maine Department

of Environmental Protection shall be deemed sufficient provided that the owner or operator forwards a copy of the inspection report to the Code Enforcement Officer within thirty (30) days of receipt with payment of a fee in accordance with the Town of Hampden Fees Ordinance for the recording of the report.

4.23.10.4 Additional inspection reports. If any additional inspection reports related to an excavation are received from any State or Federal Agency, the owner or operator shall forward a copy of the inspection report to the Code Enforcement Officer within thirty (30) days of receipt.

4.23.10.5 Entry to excavation. By submitting an application for a permit, or by submitting an Annual Report, the applicant agrees to authorize a properly escorted designated representative of the Town to enter the property including buildings, structures, or conveyances on the property at reasonable hours to determine compliance with the terms and conditions of a permit for an excavation.

4.23.11 Expansions of Nonconforming Uses. No nonconforming mineral exploration, excavation, or removal of lands for the purpose of creating a sand, fill, or gravel pit shall be extended to other land or parts of land unless the other land or parts of the land were designated for such use prior to the effective date of this amendment January 16, 2008.

4.23.12 Waiver of Provisions The Town shall accept waivers or variances granted by the Department of Environmental Protection under 38 MRSA Section 490-E provided that the operator provides a copy of the variance approval to the Code Enforcement Officer prior to commencing the activity requiring the variance.

4.23.13 Change of Owner or Operator. Notice of a change of owner or operator shall be submitted to the Code Enforcement Officer of the Town in accordance with the following requirements:

- 4.23.13.1 Documentation required. For excavations identified in §4.23.5.1 subject to current Maine Department of Environmental Protection permitting, the new owner or operator shall submit evidence to the Town that the excavation meets either of the following conditions:
1. The excavation has a valid Site Location of Development License pursuant to 38 MRSA Section 481.
 2. The excavation has a valid gravel pit or rock quarry registration from the Maine Department of Environmental Protection pursuant to 38 MRSA 490-C, or 490-Y.
- 4.23.13.2 Certification of intent to comply. The new owner or operator of all excavations shall submit a written certification of intent to comply with the requirements of this Ordinance.
- 4.23.13.3 New surety required. Where there is a change in ownership of an excavation operation for which a surety has been provided, the new owner shall be responsible for providing a new surety in accordance with the requirements of §4.23.8.6. Such surety shall be provided before the Town releases the original surety.
- 4.23.13.4 New performance guarantee required. Where there is a change in ownership of an excavation operation for which a performance guarantee has been provided, the new owner shall be responsible for providing a new performance guarantee in accordance with the requirements of §4.23.8.6. Such performance guarantee shall be provided before the Town releases the original performance guarantee.

4.23.14 Annual Report. The owner or operator of all excavations shall submit a report for each separately permitted excavation to the Code Enforcement Officer of the Town no later than March 1 of each year on a form specified by the Town. The report shall include the following information:

- 4.23.14.1 Name, address, telephone number, fax, and email address of owner.
- 4.23.14.2 Name, address, telephone number, fax, and email address of operator if different from owner.

- 4.23.14.3 Location of excavation with street address or directions to the excavation and Town Lot and Map designation.
- 4.23.14.4 Area in acres of working excavation.
- 4.23.14.5 Total area in acres that is currently permitted for excavation.
- 4.23.14.6 Total area in acres that is “grandfathered” in accordance with §4.23.3, §4.23.7.1, §4.23.9.2, or §4.23.11 of this Ordinance.
- 4.23.14.7 Total area in acres that has been excavated.
- 4.23.14.8 Total area in acres that has been reclaimed.
- 4.23.14.9 An estimate of when the total area that is expected to be excavated will reach the limits of the area that has been permitted for excavation.
- 4.23.14.10 A statement of whether or not the Department of Environmental Protection has conducted an on-site inspection since the most recent previous report.
- 4.23.14.11 A signed statement attesting that the information submitted in the report is truthful, accurate, and correct to the best of the knowledge of the owner or operator and reaffirming that the excavation is in full compliance with the permit issued under this Ordinance.
- 4.23.14.12 Payment of required fee.
- 4.23.14.13 Copy of annual inspection as contained in §4.23.10.

4.23.15 Performance Guarantees. The Town may require a bond payable to the Town with sureties satisfactory to the Town or such other security as the Town may determine adequately secures compliance with this ordinance, conditioned upon the faithful performance of the requirements set forth in this ordinance. Other security may include a security deposit with the Town, an escrow account and agreement, insurance or an irrevocable trust. In determining the amount of the bond or the security, the Board shall take into consideration the character and nature of the overburden, the future suitable use of the land involved and the cost of grading and reclamation required. All proceeds of forfeited bonds or other security must be expended by the Town for the reclamation of the area for which the bond was posted and any remainder returned to the operator. Assurance may include the following:

- 4.23.15.1 Performance standards relating to operation or maintenance plans;
- 4.23.15.2 Performance standards for determining the reclamation period including annual revisions of those plans;
- 4.23.15.3 Limits, terms and conditions on bonds or other security;
- 4.23.15.4 Proof of financial responsibility of a person engaged in excavation activity or the affiliated person who guarantees performance;
- 4.23.15.4 Estimation of reclamation costs; and reports on reclamation activities; or the manner of determining when the bond or other security may be discharged.

4.23.16 Enforcement

- 4.23.16.1 A penalty fee shall be assessed for a failure to file the required Annual Report with payment of the required Annual Fee by March 1 of each year in accordance with the Town of Hampden Fees Ordinance.
- 4.23.16.2 Failure to pay the required Annual Fee by July 1 of each year or failure to file the required Annual Report by July 1 of each year shall constitute sufficient cause for the Town to terminate any excavation permit that has been issued under the provisions of this Ordinance.

- 4.23.16.3 Failure to comply with any of the terms of the excavation permit granted under this Ordinance shall constitute sufficient cause for the Town to terminate that permit or to undertake any other appropriate enforcement action or penalties.
- 4.23.16.4 Failure to comply with any approval granted under this Ordinance or any other requirement of this Ordinance shall be considered a violation, which may be subject to enforcement under the provisions of 30-A M.R.S.A. § 4452.

4.24 Performance Standards for Methadone Clinics

- 4.24.1 Adequacy of Building for the Subject Use.*** The property and building for a Methadone Clinic shall be adequate to accommodate sufficient interior space so as not to have outside patient queuing on sidewalks, parking areas, and other areas outside of the building(s). The size of the inside waiting area shall be calculated at a minimum of 15 square feet per person based on total client capacity. A report from the Town of Hampden Code Enforcement Officer shall be submitted to the Planning Board as part of the site plan application regarding the adequacy of the building to meet this requirement.
- 4.24.2 Required Setbacks.*** No Methadone Clinic shall be located within 500 feet of the property line upon which the Methadone Clinic is located and the nearest property line of a preexisting public or private school.
- 4.24.3 Maximum Number of Subject Use Within the Town of Hampden.*** No more than one (1) Methadone Clinic shall be located in the Town of Hampden.
- 4.24.4 Hours of Operation.*** A Methadone Clinic shall only be open between the hours of 6:00 a.m. and 8:00 p.m.
- 4.24.5 Signs and Advertising.*** A Methadone Clinic shall conform to the provisions of §4.7.5, Signs, of this Ordinance. In addition thereto, any freestanding or sign attached to building(s) in which the clinic is located shall clearly state that it is a Methadone Clinic. There shall be no signage in any window and/or door, except for the hours of operation and the presence of a security system. Such signage and advertising must clearly indicate that the products and services are offered only for methadone clinic patients.
- 4.24.6 Security Requirements for Subject Use.*** Security measures at a Methadone Clinic shall include at minimum the following:
 - 4.24.6.1 Security surveillance cameras installed and operating twenty-four (24) hours a day, seven (7) days a week to monitor all entrances, along with the interior and exterior of the Clinic, to discourage and facilitate the reporting of criminal acts and nuisance activities occurring on the property;
 - 4.24.6.2 Door and window intrusion, robbery and burglary alarm systems with an audible on-site system and Police Department notification components that are professionally monitored and maintained in good working condition, using hard line traditional telephone communications and cellular communications;
 - 4.24.6.3 A safe affixed to the building in which it is located that is suitable for the secure storage for methadone and cash stored overnight in a Clinic;
 - 4.24.6.4 Deadbolt locks on all exterior doors and locks or bars on any other access point; and
 - 4.24.6.5 All security recordings shall be preserved for thirty (30) days by the management of the licensed Dispensary and/or Facility and/or Clinic.

4.24.7 Visibility Of Activities; Control Of Emissions; Disposal Plan for Subject Use. Visibility of activities; control of emissions; disposal plan for a Methadone Clinic shall be as follows:

- 4.24.7.1 All activities of a Methadone Clinic shall be conducted indoors.
- 4.24.7.2 Sufficient measures and means of preventing smoke, odors, debris, dust, fluids and other substances from exiting a Clinic must be provided at all times. Sufficient measures shall be provided for the proper disposal of all such materials, items and other substances in a safe, sanitary and secure manner and in accordance with all applicable state and local laws and regulations.
- 4.24.7.3 Class II Buffers in accordance with §4.7.2 Buffers and Landscaping shall be provided along each lot line or at least along each line of the developed area of buildings and parking areas.

4.24.8 Compliance With State and Local Law. A Methadone Clinic shall meet all operating and other requirements of state and local law and regulation. To the extent the State of Maine has adopted or adopts in the future any stricter law or regulation governing methadone clinics, the stricter law or regulation shall control. Any Methadone Clinic shall adhere to the laws of the State of Maine and the State of Maine Regulations for Licensing and Certifying Substance Abuse Treatment Programs (14-118 CMR Chapter 5), as any the same may be amended from time to time, and to Ordinances and Codes of the Town of Hampden, as the same may be amended from time to time.

4.25 Accessory Apartments. Notwithstanding the minimum lot size requirements of this Zoning Ordinance, construction of an accessory apartment is allowed upon the granting of a Conditional Use Permit either within or attached to a new or existing detached single-family dwelling or within or attached to a new or existing detached accessory structure subject to the requirements below. It should be noted that properties within any zoning district that allows two-family dwellings by right have the option of considering a second unit that is within the single family house to be a two-family dwelling as opposed to an accessory apartment.

4.25.1 Purpose. The purpose of the Accessory Apartment section is to:

- 4.25.1.1 Provide homeowners with a means of providing relatives with housing, enabling the homeowner to provide care and companionship in a private home setting;
- 4.25.1.2 Provide homeowners with a means of obtaining, through tenants in accessory apartments, rental income, companionship, security, and services, and thereby to enable them to stay more comfortably in homes and neighborhoods they might otherwise be forced to leave;
- 4.25.1.3 Add rental units to the housing stock to meet the needs of smaller households, both young and old; and
- 4.25.1.4 Protect stability, property values, and the residential character of a neighborhood by ensuring that accessory apartments are installed only in owner-occupied houses and under such additional conditions as may be appropriate to further the purposes of this ordinance.

4.25.2 Accessory Apartment Standards. The following standards must be met for a Conditional Use Permit to be granted:

- 4.25.2.1 Only one accessory apartment may be created on the property.
- 4.25.2.2 The owner(s) of the residence in which the accessory apartment is located must occupy at least one of the dwelling units on the premises.
- 4.25.2.3 The accessory apartment shall clearly be a subordinate part of the single family dwelling, designed so that the appearance of the building remains that of a single family residence or detached accessory structure. Where feasible, any new entrances should be located on the side or rear of the building.

- 4.25.2.4 An accessory apartment shall occupy no more than 40 percent of the living area of the single family home nor have more than two bedrooms. An addition to the original building is permitted provided that the addition is designed in such a manner as to retain the appearance of the building as a single family dwelling or detached accessory structure (e.g. garage, carriage house).
- 4.25.2.5 In order to provide for the development of housing units for disabled and handicapped individuals, the Planning Board will allow reasonable deviation from these limits to allow installation of features that facilitate access and mobility for the occupants in cases where an accessory apartment is designed or remodeled for such individuals.
- 4.25.2.6 There shall be at least one dedicated off-street parking space provided for the accessory apartment, and to the extent feasible it shall be located to the side or the rear of the structure.

4.26 Private Event Venue

4.26.1 Purpose. The purpose of this section is to regulate Private Event Venues to ensure they are designed and operated in such a manner as to minimize potential nuisance issues with abutters and to protect the health, safety, and general welfare of those in the neighborhood.

4.26.2 Exemptions. The following sites are exempt from the provisions of this §4.26: place of worship, property owned by the Town of Hampden, RSU 22, state owned property that is used for public purposes, or property owned by a non-profit club.

4.26.3 Standards. Private Event Venues must meet the following standards:

<i>Standard</i>	<i>Rural</i>	<i>Rural</i>	<i>Bus / Bus B</i>	<i>TC</i>	<i>CS</i>	<i>Waterfront</i>
Min lot size ¹	5-20	>20	3	5	3	5
Buffers ²	Class 2 ³	Class 2 ³	Class 2	Class 2	Class 1	Class 1
Min distance to nearest dwelling	150'	150'	100'	100'	100'	100'
Max number of events/year	10 ⁴	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
Max number of days/event ⁵	1	3	7	3	7	7
Hours for event ⁶	9 am to 10 pm	8 am to 10 pm	8 am to 10 pm	8 am to 10 pm	8 am to 11 pm	8 am to 11 pm
Max number of attendees/event ⁷	125	200	300	300	300	300
Permanent signage ⁸	12 sq ft	12 sq ft	Per §4.7.5.7.1	Per §4.7.5.7.5	Per §4.7.5.7.3	Per §4.7.5.7.1
Neighborhood notification ⁹	Required	Required	Not Required	Not Required	Not Required	Not Required

(See footnotes on next page)

Footnotes:

1. Minimum acreage of the parcel or parcels that are part of the proposed venue.
2. Buffer required on property lines abutting a residential district or an existing residential use. The Planning Board may modify this requirement by no more than 20% if the physical characteristics of the site prevent the installation of the full buffer, and a smaller buffer would not adversely impact any abutting properties. The Planning Board may modify this requirement to relocate the buffer to be closer to the area where the activity will occur, based on the topography and vegetative type (e.g. open field, wooded) of the site and the general neighborhood.
3. The Board may require a greater buffer if it is determined that sound or light impacts to abutters warrant a greater buffer, based on the topography and existing vegetation (e.g. wooded or open field) on the venue property that lies between the venue and nearby residences.
4. Events held between 9:00 am and 5:00 pm that are held entirely indoors are not counted against this limit, provided the venue has permanent sanitary facilities designed for the maximum number of attendees the facility is designed for.
5. Maximum number of days per event does not include ancillary activities such as wedding rehearsals, rehearsal dinners, decorating the venue, and similar activities for preparation for an event.
6. The hours for the event include activities related to setting up or taking down that produce noise audible at the property line, such as testing musical equipment, but does not include indoor activities or quiet outdoor activities such as setting up chairs, setting tables, and decorating the venue. All activities must cease and all attendees must vacate the property no later than 1 hour after the time listed in the table.
7. The Planning Board may approve an application for no more than 20% more attendees in cases where the event facilities (e.g. buildings housing event hall, restrooms, tents, or outdoor stage or seating area) are situated on the site such that the impact on abutting properties is negligible.
8. Relates to permanent signage, see below for temporary signage.
9. Neighborhood notification is a requirement to mail or email written notice of planned events to all direct abutters as well as any other residences in the neighborhood that request such notification; such notification to be a listing of planned events scheduled for the following month (or more at the venue operators option). The listing must include the dates, type of event, estimated number of attendees, expected hours of the event, and contact information for the venue operator. The purpose of this notification is to allow the neighbors to be aware of the dates and times of events.

4.26.4 In addition to the above standards, all proposed Private Event Venues must comply with the following criteria regardless of which zoning district they are in:

- 4.26.4.1 Major Site Plan Review is required regardless of whether there are any permanent buildings proposed or not.
- 4.26.4.2 All parking must be on the site of the venue or on another property provided there is a written agreement with the owner of that property (if not owned by the venue owner) and the off-site location is within walking distance or a shuttle service is provided to transport guests to the venue; no on-street parking is permitted.
- 4.26.4.3 All parking lots must comply with the requirements of §4.7.1.6.
- 4.26.4.4 Private event venues with capacity for more than 100 attendees must submit a Traffic and Parking Management Plan as part of the Site Plan application. This Plan must address how traffic will be handled on the adjacent roads and at any critical intersections leading to the site, as determined by the Planning Board (e.g. hire police detail), in addition to the entrance to the site. It must also address how traffic circulation within the parking lot will be handled (e.g. staff to direct attendees to parking spaces). Traffic management must be carried out to handle both traffic arriving at and leaving the site. This Traffic and Parking Management Plan is completely separate from any plan or permit required by the Maine DOT.
- 4.26.4.5 On-site temporary signage is permitted to guide attendees to the venue, provided the signage is limited to directional instructions and is only displayed on the day(s) of the event and must be removed within one day of the conclusion of the event.

- 4.26.4.6 Outdoor lighting for the event, including parking lot lighting, must be turned off within one hour of the conclusion of the event. All permanent light fixtures must comply with §4.7.3, Lighting. All temporary light fixtures must be located and aimed such that they do not shine light onto abutting properties or produce glare on adjacent roads.
- 4.26.4.7 Sanitary facilities:
 - 4.26.4.7.1 For venues approved for more than 6 events per year, permanent bathroom facilities must be provided in compliance with the Maine State Plumbing Code. Additional portable facilities may be used to supplement the permanent facilities.
 - 4.26.4.7.2 For venues approved for 6 or fewer events per year, portable bathroom facilities are permitted. At least one must be handicap accessible.
 - 4.26.4.7.3 The location of each area where portable facilities will be located for all events must be shown on the site plan.
- 4.26.4.8 The serving of alcoholic beverages must be in compliance with all applicable state laws.
- 4.26.4.9 Overnight accommodations for attendees is only permitted in duly approved facilities, which may be located on the same property as the Private Event Venue.
- 4.26.4.10 The site must comply with all applicable state and federal laws concerning accommodations of disabilities, including but not limited to the Americans with Disabilities Act.
- 4.26.4.11 The owner must comply with the Town of Hampden Private Event Venue Licensing Ordinance.

4.27 Habitability Standards

- 4.27.1 Minimum standards for dwellings established.** There are hereby established minimum standards for buildings used for dwelling purposes in the Town of Hampden. All such buildings not now conforming to these standards will be required to meet such minimum standards, and buildings newly constructed or converted for dwelling purposes shall meet such minimum standards. The standards set forth herein are intended to be minimum only and shall not be construed otherwise, nor shall they apply wherever a greater standard is required by any other ordinance or law.
- 4.27.2 Minimum standards for structural elements.** No person shall occupy as owner-occupant or shall allow another to occupy any dwelling, dwelling unit, rooming house, rooming unit, or a combination of the same, which does not comply with the following minimum standards:
 - 4.27.2.1. Foundations, basements, cellars, exterior walls, roofs. Every foundation, basement, cellar, exterior wall, and roof shall be substantially weathertight, watertight, and vermin proof; shall be structurally sound and in good repair; and shall be safe for the intended use as well as capable of supporting whatever load normal use may cause to be placed thereon. Every exterior wall or portion thereof shall be painted, stained, or otherwise sided. Insulation shall be installed and maintained so as not to present a health or safety hazard to occupants. Water from roofs shall be so drained and conveyed therefrom as not to cause repeatedly wet floors, walls, or ceilings, or hazard to adjacent buildings or the occupants thereof.

- 4.27.2.2. Interior floors, walls, ceilings and doors. Every floor, wall, ceiling, and door shall be in a structurally sound condition and in good repair and shall be substantially vermin proof.
 - 4.27.2.3. Exterior windows, doors and skylights. Every window or door, including basement or cellar door and hatchway, and skylight shall be substantially weathertight, watertight, and vermin proof and shall be kept in sound working condition and good repair.
 - 4.27.2.4. Every exterior window shall include storm sash with screens or an alternative equally effective for heat retention and ventilation purposes, all in operable condition.
 - 4.27.2.5. Stairways, stairwells, stairs and porches. Every inside and outside stairway, stairwell, stairs, and porch and any appurtenances thereto shall be structurally sound, in good repair, and safe to use.
 - 4.27.2.6. Chimneys, flues and vent. Every chimney and every flue, vent, and smokepipe and any attachments thereto shall be structurally sound, in good repair, and safe to use.
 - 4.27.2.7. Required equipment and utilities. Every supplied facility, piece of equipment, or utility which is required under this article shall be so constructed and installed that it will function safely and effectively and shall be maintained in good working condition.
- 4.27.3 **Standards for unoccupied residential structures.** The owner of any unoccupied structure containing dwelling units or rooming units or any combination thereof shall comply with the following minimum standards:
- 4.27.3.1. Foundations, basements, cellars, exterior walls, roofs. Every foundation, basement, cellar, exterior wall and roof shall be substantially weathertight, watertight and vermin-proof; shall be structurally sound and in good repair; and shall be safe for the intended use as well as capable of supporting whatever load normal use may cause to be placed thereon. Every exterior wall or portion thereof shall be painted, stained, or otherwise sided. Water from roofs shall be so drained and conveyed therefrom as not to cause repeatedly wet floors, walls or ceilings, or hazard to adjacent buildings or the occupants thereof.
 - 4.27.3.2. Interior floors, walls, ceilings and doors. Every floor, wall, ceiling and door shall be in a structurally sound condition and shall be substantially vermin-proof.
 - 4.27.3.3. Exterior windows, doors and skylights. Every window or door, including basement or cellar door and hatchway, and skylight shall be substantially weathertight, watertight and vermin-proof, and shall be kept secured to prevent ingress of people and animals.
 - 4.27.3.4. Stairways, stairwells, stairs and porches. Every outside stairway, stairwell, stairs and porch and any appurtenances thereto shall be structurally sound, in good repair and safe to use.
 - 4.27.3.5. Chimneys, flues and vent. Every chimney shall be structurally sound and in good repair.
 - 4.27.3.6. Rodent and vermin control. All unoccupied structures and exterior property shall be kept free from rodent and vermin infestation. Where rodents and vermin are found, they shall be promptly exterminated by approved processes which will not be injurious to human health. Every owner or operator of an unoccupied residential structure shall be responsible for the extermination of such rodent and vermin or pest whenever infestation exists.

- 4.27.4 Minimum plumbing standards.** No person shall occupy as owner-occupant or shall allow another to occupy any dwelling, dwelling unit, rooming house, or rooming unit which does not comply with the following minimum standards:
- 4.27.4.1. **Basic facilities.** Every dwelling unit shall contain within its walls, in sound operating condition, a kitchen sink, a private flush toilet, lavatory basin, and bathtub or shower. Rooming houses and dwelling houses containing rooming units shall contain at least one (1) flush toilet, one (1) lavatory basin, and one (1) bathtub or shower for each five (5) persons or fraction thereof living within rooming units in the dwelling.
 - 4.27.4.2. **Location of facilities.** The flush toilet, lavatory basin, and bathtub or shower shall be conveniently located within a room or compartment which affords privacy and is separate from habitable rooms, is accessible from a common hall without passing through another dwelling unit or rooming unit or without going outside of the rooming house or dwelling house, is not more than one (1) story removed from the rooming unit of any occupant intended to share such facilities, with the lavatory basin further required to be in the same room or compartment as practicable. No such facilities located in a basement or cellar shall count in computing the number of facilities required hereunder, except upon the prior approval of the building authority.
 - 4.27.4.3. **Water supply.** Every dwelling, dwelling unit and rooming house shall be provided with a potable water supply. Every kitchen sink, lavatory basin, and bathtub or shower required by this article shall be properly connected with hot and cold water lines with adequate supply and pressure. The hot water lines shall be connected with water-heating facilities which supply water at a temperature of at least one hundred ten (110) degrees Fahrenheit at every required fixture at all times.
 - 4.27.4.4. **Maintenance of plumbing fixtures.** All fixtures required by this article and all fixtures installed in addition thereto shall be properly installed and maintained in sound mechanical condition, free from defects, leaks, or obstructions, and in accordance with the state plumbing code.
- 4.27.5 Inspections.** The health or building authority or his or her designee, upon showing, proper identification, shall have the right to enter at any and all reasonable times into or upon any dwelling or dwelling premises within the Town of Hampden for the purpose of inspecting the dwelling or dwelling premises in order to determine compliance with the provisions of this article and for the purpose of examining and inspecting any work performed under the provisions of this article, and it shall be a violation of this article for any person to interfere with or prevent such inspection.
- 4.27.6 Notices.** When any violation is found to exist within the meaning of this article, the health or building authority or his or her designee shall give the owner, operator or occupant, or both a written order or notice which shall set forth the violation and shall contain a reasonable time limit for the correction thereof.
- 4.27.7 Reinspections.** After the expiration of the time for correction of a violation, the health or building authority or his or her designee shall make a reinspection of the premises, and if the violation has not been corrected and no appeal is pending as hereinafter provided, such authority may make such further order as he deems advisable or he may proceed to take legal action against the person liable for such violation.
- 4.27.8 Properties unfit for human habitation; and posted against occupancy.** Any dwelling, dwelling unit, rooming house, rooming unit, or any structure or portion thereof being used for human habitation

which is in violation of the provisions of this article to the extent that it is unfit for human habitation according to the standards contained herein or other applicable standards may be condemned for habitation and posted against occupancy by the building authority or his or her designee. Property unfit for human habitation shall include but not be limited to:

- 4.27.8.1. Properties which are either damaged, decayed, dilapidated, unsanitary, unsafe, or vermin-infested in such a manner as to create a serious hazard to the health, safety, and general welfare of the occupants or the public;
 - 4.27.8.2. Properties which lack plumbing, ventilating, lighting or heating facilities or equipment adequate to protect the health, safety and general welfare of the occupants or the public;
 - 4.27.8.3. Properties which, because of their general condition, state of the premises, number of occupants, or location, are so unsanitary, unsafe, overcrowded or otherwise dangerous or detrimental that they create a serious menace to the occupants or the public;
 - 4.27.8.4. Properties which contain lead-based paint substances, as defined herein;
 - 4.27.8.5. Properties in or on which the owner, operator or occupant has failed to comply with notices or orders issued under the provisions of this article; or
 - 4.27.8.6. Properties which are disorderly houses.
- 4.27.9 **Notice of condemnation and posting; order to vacate.** The building authority or his or her designee shall give notice in writing to the property owner or operator of such condemnation and posting, and in the event such property is occupied, he or she shall give like notice to the occupant, which shall also include a reasonable time limit within which such property shall be vacated.
- 4.27.10 **Property not to be occupied again for habitation.** No property which has been condemned and posted against occupancy shall again be used for the purpose of habitation until the building authority or his or her designee shall in writing approve of its use and shall likewise authorize the removal of the posted notice.
- 4.27.11 **Notices not to be removed; property not to be used or let; exception.** It shall be a violation of this article for any person to deface or remove any such posted notice without the prior approval of the building authority or his or her designee, and it shall also be a violation of this article for any person to occupy or let to another for occupancy any property which has been condemned and posted as provided above without receiving the prior approval of the building authority or his or her designee.
- 4.27.12 **Property to be secured if not improved.** If the owner or operator of any property which has been condemned as unfit for habitation does not proceed to make the necessary corrections to bring the property into compliance with the provisions of this article, such owner or operator shall proceed to make the property safe and secure so that no danger to life or property or fire hazard shall exist.
- If the owner or operator fails to do so within a reasonable amount of time, the Town of Hampden may take all reasonable steps to make the property safe and secure and recoup the costs from the owner or operator.
- 4.27.13 **Personal nonliability.** No officer or employee charged with the enforcement of this section and acting for the Town in the discharge of his or her duties shall render himself or herself personally liable for any damage that may occur to any person or property as a result of his or her acts in the discharge of his or her duties. Any suit brought against any officer or employee because of any act performed by him or her under the provisions of this article shall be defended by the corporation counsel until the final determination of the proceedings therein.

4.27.14 Habitation of Recreational Shelters. For purposes of this section, “recreational shelter” means any building, structure, vehicle, trailer, or other enclosure used or intended for human habitation that does not meet the standards set forth in this section, or the State of Maine Manufactured Housing Act. This includes, but is not limited to, recreational vehicles, motor homes, campers, camp or truck trailers, tents, shelters, and structures on trailers capable of being towed by a motor vehicle.

A recreational shelter may not be occupied as living quarters, unless it meets all of the following requirements:

- 4.27.14.1. The recreational shelter is a vehicle or trailer eligible for registration under Title 29-A, Chapter 5 of the Maine Revised Statutes;
- 4.27.14.2. The recreational shelter is fully inspected, registered and ready for highway use, except that a moveable recreational shelter that does not move under its own power may be temporarily disconnected from the vehicle used to haul it, only for the time period contained in subsection 4.27.14.8 below;
- 4.27.14.3. The recreational shelter meets all of the applicable fire and life safety requirements;
- 4.27.14.4. The recreational shelter is weathertight, watertight, vermin proof, structurally sound and in good repair;
- 4.27.14.5. The use of the recreational shelter, and its connection to utilities, if any, complies with all other applicable sanitary, electrical, fire, and life safety requirements of this Code;
- 4.27.14.6. The recreational shelter is located entirely on residential property and is used solely by residents of that residential property or guests of those residents;
- 4.27.14.7. The recreational shelter, or space for the recreational shelter, is not rented or let;
- 4.27.14.8. The recreational shelter is not occupied as living quarters anywhere within the Town of Hampden for more than seven (7) days in any one-year period; and
- 4.27.14.9. No more than one occupied recreational shelter may be located on a single parcel or lot at a time.

ARTICLE 5 - ENFORCEMENT

5.1 Administrative Officer - This Ordinance shall be enforced by a Code Enforcement Officer appointed by the Town Manager with confirmation by the Town Council.

5.2 Duties - The Code Enforcement Officer, in enforcing this Ordinance, shall be responsible for establishing reasonable procedures for enforcement, keeping all activities within the jurisdiction of this Ordinance under surveillance, issuing building and/or use permits where applicable, keeping public records of his proceeding and instituting or causing to be instituted any or all actions that might be appropriate for the enforcement of this Ordinance.

5.3 Permits - Application for a building permit and/or a certificate of compliance shall be made in accordance with the following.

5.3.1 Building Permits

- 5.3.1.1 Building Permit Required - Building Permits shall be required per the Maine Uniform Building and Energy Code as amended from time to time.
- 5.3.1.2 No building permit shall be issued except in conformity with the provisions of this Ordinance. However, when a building permit is requested for a lot within a subdivision approved by the Planning Board and recorded in the Penobscot County Registry of Deeds and has not been vacated, a building permit may be issued without compliance with the frontage requirement of §3.4.1.
- 5.3.1.3 Within fourteen (14) days of the filing of an application for a building permit, the Code Enforcement Officer shall approve or deny such application or shall refer the applicant to the planning board or the Board of Appeals. The decision shall be in writing and communicated directly to the applicant. In the case of a denial of an application, the decision shall include reasons for such. One (1) copy of the Code Enforcement Officer's decision shall be filed in the municipal office.
- 5.3.1.4 No building permit for a building or structure on any lot shall be issued except to the owner of record thereof, or his authorized agent. The Code Enforcement Officer may require that any application for such a permit shall be accompanied by a plan, accurately drawn to scale, showing the actual shape and dimensions of the lot to be built upon, an on site soils survey, the exact location and size of all buildings or structures already on the lot, the location of new buildings to be constructed, together with the lines within which all buildings and structures are to be constructed, the existing and intended use of each building or structure, and other such information as may be necessary to provide for the execution and enforcement of this Ordinance.
- 5.3.1.5 Applications for permits with their accompanying plans and building permits shall be maintained as a permanent record by the Code Enforcement Officer.
- 5.3.1.6 A building permit secured under the provisions of this Ordinance shall expire if the work or change is not commenced within twelve (12) months of the date on which the permit is granted, or if the work or change is not substantially completed within two (2) years of the date on which the permit is granted.
- 5.3.1.7 No building permit, demolition permit, earth moving permit, sign permit, certificate of occupancy, or certificate of compliance shall be issued without payment of fees in accordance with the Town of Hampden Fees Ordinance. Any structure on which construction, including but

not limited to foundation work, has begun before the issuance of a building permit will be assessed double the above described fees.

- 5.3.1.8 Wastewater Disposal Permit Required - No building permit shall be issued for any structure or use involving the construction, installation, or alteration of plumbing facilities unless either a subsurface wastewater disposal permit or sewer hook-on permit has been secured by the applicant or his authorized agent in conformance with the State of Maine Subsurface Wastewater Disposal Rules or the Town of Hampden Sewer Ordinance.

5.3.2 Certificate of Occupancy and Certificate of Compliance

- 5.3.2.1 Certificate of Occupancy. A certificate of occupancy is required for any structure requiring a building permit.
1. After completion of the work permitted by the building permit and stabilization of the site, the applicant shall submit an application for a certificate of occupancy to the Code Enforcement Officer.
 2. The Code Enforcement Officer, Building Official, and Fire Inspector shall inspect the site and the Code Enforcement Officer shall issue the certificate of occupancy only upon finding that the building, structure, or site and the use or occupancy thereof comply with the provisions of this Ordinance, any other applicable codes/ordinances, and of any site plan or subdivision plan approved by the Planning Board (see certificate of compliance, below).
 3. The Code Enforcement Officer shall issue or deny the certificate of occupancy within fifteen days of receipt of the application.
 4. Certificates of occupancy for structures on subdivision lots may only be granted if the public improvements in accordance with the Planning Board approved Subdivision Plan or phase are completed and associated roads, if any, are accepted by the Town Council, or for a private road, approved by the Director of Public Works.
 5. The Code Enforcement Officer may issue one conditional certificate of occupancy, valid for no more than twelve (12) months from the date issued, upon the request of the permit holder, if in the judgment of the Code Enforcement Officer the portion or portions of the structure may be occupied safely. Once the structure is completed, the applicant shall apply for a "final" certificate of occupancy.
 6. The Code Enforcement Officer shall maintain a public record of all certificates of occupancy which are issued.
- 5.3.2.2 Certificate of Compliance. A certificate of compliance is required for any development requiring a site plan approval, conditional use permit, or subdivision approval from the Planning Board. A Certificate of Compliance is also required for Home Day Care.
1. After completion of the work permitted by the Planning Board and stabilization of the site, the applicant shall submit an application for a certificate of compliance to the Code Enforcement Officer. An as-built plan in both full size paper and digital format (pdf) must be submitted to the Code Enforcement Officer for any project that involved a site plan, sketch plan, or subdivision plan.
 2. The Code Enforcement Officer, Fire Inspector, and Town Planner shall inspect the site and the Code Enforcement Officer shall issue the certificate of compliance only upon finding that the site, including all buildings, structures, site improvements, use, and occupancy comply with the provisions of this Ordinance, other applicable ordinances, and the site or subdivision plan and decision (Board Order) approved by the Planning Board.
 3. The Code Enforcement Officer shall issue or deny the certificate of compliance within fifteen days of receipt of the application.

4. Certificates of compliance for developments within approved subdivisions may only be granted if the public improvements in accordance with the Planning Board approved subdivision plan or phase are completed and associated roads, if any, are accepted by the Town Council.
 5. The Code Enforcement Officer may issue one conditional certificate of compliance, valid for no more than twelve (12) months from the date issued, upon the request of the permit holder, if in the judgment of the Code Enforcement Officer and Town Planner the completed portion or portions of the site may be occupied safely. Once the development is completed, the applicant shall apply for a “final” certificate of compliance. Failure to do so shall constitute a violation of the Planning Board approval.
 6. The Code Enforcement Officer shall maintain a public record of all certificates of compliance which are issued.
- 5.3.2.3 The Code Enforcement Officer shall in writing, suspend or revoke a certificate of occupancy or a certificate of compliance issued under the provisions of this ordinance if the certificate was issued in error, if the certificate was issued on the basis of incorrect information supplied by the applicant, or where it is determined that the building, structure, or site is in violation of the Town of Hampden Zoning Ordinance.

5.4 Legal Action and Violations - When any violation of any provision of this Ordinance shall be found to exist, the Code Enforcement Officer is hereby authorized and directed to institute any and all actions and proceedings, either legal or equitable, that may be appropriate or necessary to enforce the provisions of this Ordinance in the name of the Town of Hampden. However, this section shall not prevent any person entitled to equitable relief from enjoining any act contrary to the provisions of this Ordinance.

5.4.1 Any person, firm, or corporation, being the owner of, or having control of, or the use of, any building or land or part thereof, who violates any of the provisions of this Ordinance shall be guilty of a civil violation and upon conviction thereof shall be fined in accordance with the following:

- 5.4.1.1 The minimum penalty for starting construction or undertaking a land use activity without a required permit shall be one hundred dollars (\$100.00), and the maximum penalty shall be two thousand five hundred dollars (\$2,500.00); and
- 5.4.1.2 The minimum penalty for a specific violation shall be one hundred dollars (\$100.00), and the maximum penalty shall be two thousand five hundred dollars (\$2,500.00).

All civil penalties imposed shall enure to the benefit of the Town of Hampden. Each day any violation continues to exist after notification shall constitute a separate offense.

ARTICLE 6 - APPEALS

6.1 *Creation and Appointment of the Board of Appeals*

6.1.1 *Establishment* - A Board of Appeals is hereby established in accordance with the state law and the provisions of this Ordinance. The Board of Appeals shall be governed by the provisions of the Town of Hampden Board of Appeals Ordinance including but not limited to filing deadlines, application requirements, fees, appeal procedures, decisions of the Board of Appeals and subsequent appeals to Superior Court.

6.2 *Jurisdiction*

6.2.1 *Administrative Appeals* - All administrative appeals shall be subject to the provisions of the Town of Hampden Board of Appeals Ordinance including but not limited to filing deadlines, application requirements, fees, appeal procedures, decisions of the Board of Appeals and subsequent appeals to Superior Court. The Board of Appeals shall hear and decide administrative appeals except for appeals of enforcement decisions made by the Code Enforcement Officer. The term “enforcement decisions” refers to violation determinations and enforcement actions taken by the Code Enforcement Officer. An administrative appeal is an appeal:

- 6.2.1.1 Where it is alleged that there is an error in any order, requirement, decision, or determination by the code enforcement officer or the planning board in the administration of this Ordinance. For an alleged error to be reviewed, it must involve a standard which is easily measurable such as a dimensional or numerical standard. A decision of the planning board, based on a judgmental, non-numerical standard, is not a matter for review by the Board of Appeals. If the Board of Appeals finds that the code enforcement officer or the planning board acted wrongly in the administration of this Ordinance relative to such dimensional or numerical standards, upon a vote in favor of the appellant of at least five (5) members of the Board of Appeals, the board may order the code enforcement officer or the planning board to modify or reverse their decision.
- 6.2.1.2 Where it is alleged that the planning board or the code enforcement officer refused to consider certain information or evidence, submitted by the applicant or an interested party, in making its decision. In this case the appellant must prove to the Board of Appeals that the information in question was submitted, that it is germane to the issue under consideration, and that the accused board or officer did not consider the information in making its decision. A vote in favor of the appellant must include a majority vote of the Board of Appeals members present and eligible to vote, provided such vote shall include at least two (2) votes in favor of the appellant.
- 6.2.1.3 Where there are contradictions or incomplete or inconclusive definitions within this Ordinance which affect the decisions of the planning board or the code enforcement officer in the enforcement of the Ordinance in a specific case. In the case of contradictions, the Board of Appeals shall first resolve the conflict in favor of the property owner and then notify the planning board and the town council of any potential need to amend the Ordinance. In the case of incomplete or inconclusive definition, the Board of Appeals shall clarify the definition based on any of the following consideration: the context in which the word is used in the Ordinance; the legislative intent implicit in the use of the word; definitions given by experts qualified in the field under consideration; other evidence which is germane to the issue but does not involve the specific proposal at hand; and ordinary usage of the word.

A vote in favor of the appellant must include a majority vote of the Board of Appeals members present and eligible to vote provided such vote shall include at least two (2) votes in favor of the appellant. The Board of Appeals shall then report its decision to the appropriate board or

officer for such board or officer to use in the execution of their duty as assigned under this Ordinance.

- 6.2.1.4 Or where it is alleged that a procedural error was made by the planning board or the code enforcement officer in the administration or enforcement of this Ordinance. In this case, if the appellant proves that a procedural error has been made, the Board of Appeals shall remand the case back to the appropriate board or officer and order that the case be reconsidered, following the correct procedure(s). A vote in favor of the appellant must include a majority vote of the Board of Appeals members present and eligible to vote provided such vote shall include at least two (2) votes in favor of the appellant.

6.2.2 Variances - The Board of Appeals shall hear and decide variance applications, with the exception of accessibility to dwellings for persons with disabilities (see §6.2.2.3.2). All variance applications are subject to the provisions of the Town of Hampden Board of Appeals Ordinance including but not limited to filing deadlines, application requirements, fees, decisions of the Board of Appeals and appeals to Superior Court. A variance from the provisions of the Zoning Ordinance may be granted by the Board of Appeals in accordance with the following provisions.

- 6.2.2.1 General Variances. A variance may be granted from the restrictions imposed by Zoning Ordinance in §3.4.1, Table of Dimensional Requirements, Maximum Building Height, §4.3, Rural Alternate Frontage Lots, §4.10, Use of Residence for Business Purposes, or §4.18, Essential Services, only when a strict application of the Ordinance to the petitioner and the petitioner's property would cause undue hardship, which means that:

1. The land in question cannot yield a reasonable return unless a variance is granted; and
2. The need for a variance is due to the unique circumstances of the property and not to the general conditions in the neighborhood; and
3. The granting of a variance will not alter the essential character of the locality; and
4. The hardship is not the result of action taken by the applicant or a prior owner; and
5. When a variance to the maximum height restriction listed in §3.4.1 is requested, the setbacks must be increased by one foot for every foot of additional height over the maximum height allowed in the Table of Dimensional Requirements.

- 6.2.2.2 Dimensional Variances. A variance may be granted to reduce the restrictions imposed by Zoning Ordinance in §3.4.1, Table of Dimensional Requirements pertaining to lot area, frontage, building coverage, impervious coverage, or setbacks, only when the following conditions exist:

1. Strict application of the Ordinance to the petitioner and the petitioner's property would cause a practical difficulty, which means that the strict application of the Ordinance to the property precludes the ability of the petitioner to pursue a use permitted in the zoning district in which the property is located and results in significant economic injury to the petitioner; and
2. The need for a variance is due to the unique circumstances of the property and not to the general condition of the neighborhood; and
3. The granting of a variance will not produce an undesirable change in the character of the neighborhood and will not unreasonably detrimentally affect the use or market value of abutting properties; and
4. The practical difficulty is not the result of action taken by the petitioner or a prior owner; and
5. No other feasible alternative to a variance is available to the petitioner; and

6. The granting of a variance will not unreasonably adversely affect the natural environment; and
 7. The property is not located in whole or in part within shoreland areas as delineated in Hampden's Shoreland Zoning Ordinance.
- 6.2.2.3 Disability Variances. Requests for variances related to persons with a disability may be approved as follows. In this section, the term "disability" has the same meaning as a physical or mental disability under Title 5 MRSA §4553-A, as amended. All medical records and other documents submitted for the purpose of describing or verifying a person's disability are confidential.
1. Vehicle Storage. The Board of Appeals may grant a variance to an owner of a dwelling for the purpose of making that dwelling accessible to a person with a disability who resides in or regularly uses the dwelling for the construction of a place of storage and parking for a noncommercial vehicle and no other purpose. For the purposes of this paragraph, "noncommercial vehicle" means a motor vehicle as defined in Title 29-A, §101-42 with a gross vehicle weight of no more than 6,000 pounds, bearing a disability registration plate issued pursuant to Title 29-A, §521 and owned by the person with the permanent disability. The width and length of the structure may not be larger than two times the width and length of the noncommercial vehicle. The owner must submit proposed plans for the structure with the variance request. The applicant must prove by a preponderance of the evidence that the person's disability is permanent. The board may impose conditions on the variance.
 2. Dwelling Accessibility. The Code Enforcement Officer is hereby authorized to issue a permit to an owner of a dwelling for the purpose of making that dwelling accessible to a person with a disability who resides in or regularly uses the dwelling, even when the proposed structures encroach into setbacks and would require a variance. However, only structures or equipment necessary to provide ingress and egress for the person with the disability may be approved for a variance under this subsection. Eligible structures include ramps and associated railings, and walls or roof systems necessary for the safety or effectiveness of the ramps. The Code Enforcement Officer may impose conditions on the permit, including limiting the permit to the duration of the disability or to the time that the person with the disability lives in the dwelling.
- 6.2.2.4 The variance authority of the Board of Appeals is limited to the matters expressly set forth in §6.2.2.1, §6.2.2.2, and §6.2.2.3. Establishment of or an expansion of a nonconforming use shall not be allowed by variance, nor shall a variance be granted because of the presence of nonconformities in the zoning district.
- 6.2.2.5 The Board of Appeals shall grant a variance only by a concurring vote of at least a simple majority of the Board as constituted and in so doing, may prescribe any conditions and safeguards as are deemed necessary or appropriate by the board for carrying out the intent and purpose of this Ordinance. The Board shall not hear within any twelve (12) month period more than one variance application requesting the same, or substantially similar, relief.

6.3. Appeal Procedure

- 6.3.1 In all cases outlined under the provisions of §6.2.1 of this Ordinance, a person aggrieved by the decision of a town board or official shall commence his appeal within thirty (30) days after a decision is made by said board or official. The appeal shall be filed with the Board of Appeals on forms approved by the board, and the aggrieved person shall specifically set forth on the form the grounds for the appeal.

- 6.3.2** Following the filing of an appeal, and before taking action on any appeal, the Board of Appeals shall hold a public hearing on the appeal at the next regularly scheduled meeting which would be held more than twenty (20) days from the date the appeal was filed. The Board of Appeals shall notify the code enforcement officer and the planning board, in advance, of the time and place of the hearing, and shall publish notice of the hearing at least ten (10) days in advance in a newspaper of general circulation in the area.
- 6.3.3** In appeals involving the use of buildings or premises, the Board of Appeals shall notify by mail the appellant and the owners of all property within five hundred (500') feet of the property involved at least ten (10) days in advance of the hearing, of the nature of the appeal and of the time and place of the public hearing.
- 6.3.4** In the case of appeals involving space and bulk regulations or interpretation, the Board of Appeals shall notify by mail the appellant and only the owners of property abutting the property for which an appeal is taken, at least ten (10) days in advance of the hearing, of the nature of the appeal and of the time and place of the public hearing thereon. For the purpose of this section, abutting properties shall include properties directly across a street or waterbody from the property for which the appeal is made if such property is located in the Town of Hampden.
- 6.3.5** All variance appeals shall include application fees paid in accordance with the Town of Hampden Fees Ordinance.
- 6.3.6** The owners of property shall be considered to be those against whom taxes are assessed. Failure of any property owner to receive a notice of public hearing shall not necessitate another hearing or invalidate any action by the Board of Appeals.
- 6.3.7** Within thirty-five (35) days of the public hearing, the Board of Appeals shall reach a decision on an appeal at a public meeting and shall inform, in writing, the appellant, the code enforcement officer, the planning board, and town council of its decision and its reasons therefore.
- 6.3.8** Upon notification of the granting of an appeal by the Board of Appeals, the code enforcement officer or the appropriate board or officer of the town shall issue the contested permit in accordance with the conditions of the approval.
- 6.3.9** A variance under the provisions of this Ordinance secured by vote of the Board of Appeals shall expire if the work or change involved is not commenced within one year of the date on which the appeal is granted, and if the work or change is not substantially completed within two (2) years.
- 6.3.10** An appeal may be taken from the decision of the Board of Appeals to the superior court within thirty (30) days after the filing of the written decision with the town office and in accordance with the provisions of rule 80(B) of the Maine Rules of Civil Procedure.
- 6.3.11** A copy of all variances granted by the Board of Appeals for property within shoreland areas shall be submitted to the department of environmental protection.

ARTICLE 7 - DEFINITIONS

7.1 Construction Language - In this Ordinance, certain terms or words shall be interpreted as follows: The word "person" includes a firm, association, organization, partnership, trust, company or corporation as well as an individual; the present tense includes the future tense, the singular number includes the plural, and the plural includes the singular; the word "shall" is mandatory, and the word "may" is permissive; the words "used" or "occupied" include the words "intended", "designed", or "arranged to be used or occupied", the word "building" includes the word "structure" and the word "dwelling" includes the word "residence", the word "lot" includes the words "plot" or "parcel". In case of any difference of meaning or implication between the text of this Ordinance and any map or illustration, the text shall control.

Terms not defined shall have the customary dictionary meaning in the Merriam-Webster print or online dictionary.

7.2 Definitions - In this Ordinance the following terms shall have the following meanings unless a contrary meaning is required by the context or is specifically prescribed:

Accessory Apartment: A separate housekeeping unit, complete with its own sleeping facilities, kitchen and sanitary facilities, that is contained within the structure of a single family dwelling or detached accessory structure on the premises.

Accessory use or structure: A use or structure of a nature customarily incidental and subordinate to those of the principal use or structure.

Accessory structure (mobile home parks): A detached, subordinate structure, the use of which is clearly incidental and related to that of the principal structure or use of the land, and which is located on the same lot as the principal structure or use.

Adult use marijuana: Marijuana that is cultivated, manufactured, distributed, or sold by a marijuana establishment for adult use (i.e. non-medical use).

Adult use marijuana cultivation: the planting, propagation, growing, harvesting, drying, curing, grading, trimming or other processing of marijuana for use or sale, including "nursery cultivation" as that term is used in 28-B MRSA Chapter 1. "Cultivation" does not include manufacturing, testing or marijuana extraction.

Adult use marijuana product: a product composed of marijuana or marijuana concentrate and other ingredients that is intended for use or consumption, including but not limited to an edible marijuana product, a marijuana ointment and a marijuana tincture, but excluding marijuana concentrate.

Adult use marijuana product manufacture: the production, blending, infusing, compounding or other preparation of marijuana and marijuana products, including, but not limited to, marijuana extraction or preparation by means of chemical synthesis. "Manufacture" does not include cultivation or testing.

Adult use marijuana store: An entity licensed by the State of Maine to purchase adult use marijuana, immature marijuana plants and seedlings from an adult use marijuana cultivation facility, to purchase adult use marijuana and adult use marijuana products from an adult use marijuana products manufacturing facility and to sell adult use marijuana, adult use marijuana products, immature marijuana plants and seedlings to consumers.

Adult use marijuana testing: the research and analysis of marijuana, marijuana products or other substances for contaminants, safety or potency. "Testing" does not include cultivation or manufacturing.

Agriculture: The production, keeping or maintenance of plants and/or animals including but not limited to: forages and sod crops, grains and seed crops; dairy animals and dairy products; poultry products; livestock;

fruits and vegetables; and other plants. Agricultural uses include wholesaling, retailing, and processing of agricultural products which are customary and accessory to an agricultural use, including having a farm stand for sale of agricultural products produced on site. Agriculture does not include forest management, commercial nurseries and timber harvesting activities, or commercial cultivation of marijuana.

Agricultural Diversity Uses: Activities that are intended to diversify and supplement income generated on properties that are principally used for agriculture, and that are accessory uses to the principle agricultural uses of the property, including but not limited to farm-stay vacations, public events for education and enjoyment that directly relate to agricultural products, services, or experiences (e.g. horse show or competition, sheep shearing event).

Alteration: Any change, addition, or modification in construction, or any change in the structural members of a building, such as bearing walls, columns, beams, or girders.

Animals as usual pets: Those animals which by their type or behavior are suited to be pets in an urban or suburban neighborhood and which would not generally be disruptive to neighboring properties. Such animals include or are similar to dogs, cats, hamsters, rabbits, hen chickens, pigeons, or game hens. Such animals do not include roosters, nor wild animals such as raccoons, turkeys or deer.

Animals other than usual pets: Those animals which by their type or behavior are not generally suited to be pets in an urban or suburban neighborhood and which could be disruptive to neighboring properties. Such animals include horses, ponies, or similar animals. Such animals do not include wild animals such as raccoons, turkeys or deer. In addition, this definition includes animals as usual pets in quantities between 10 and 15.

Antiques dealership: A business specializing in antiques, including trade or restoration work, and may be a store for retail sale, a workspace for refurbishing or restoration, or a large structure or space for holding auctions.

Aquaculture: The growing or propagation of harvestable freshwater, estuarine, or marine plant or animal species.

Arterial street: Route 1A, Kennebec Road, Western Avenue, Route 69 and Coldbrook Road from Route 202 to the Hermon town line.

Attached commercial development: A complex of commercial structures consisting of individual self-contained units which are joined by a common wall, but are accessible only from out-of-doors and not through the interior of other joined units.

Automobile graveyard: A yard, field or other outdoor area used to store 3 or more unregistered or uninspected motor vehicles or parts of vehicles, and includes areas or buildings used for automobile dismantling, salvage, and recycling operations.

Automotive fuel station: A facility for the sale of gasoline or other fuels for automotive use. Such facilities may include convenience stores.

Automotive sales: A facility for the sale or rental of automobiles, motorcycles, trucks, recreational vehicles (including trailers), or other such motorized vehicle.

Automotive service: A facility providing repair or maintenance of automobiles, motorcycles, trucks, or recreational vehicles (including trailers). Such facilities may include an automotive fuel station or a carwash.

Average Daily Traffic (ADT): The average 24 hour volume of vehicular traffic on a roadway segment, being the total volume during a stated period divided by the number of days in that period.

Best Management Practices: "Best Management Practices" refers to the document "Maine Erosion and Sediment Control Best Management Practices" published by Bureau of Land and Water Quality, Maine Department of Environmental Protection, March, 2003 and as revised. "Best Management Practices" also means the erosion and sedimentation control practices and strategies contained in that document.

Bar, pub, tavern: Establishment or part of an establishment used primarily for the serving of alcoholic beverages and in which the service of food is incidental to the consumption of such beverages .

Bed and Breakfast: See Inn

Blasting: The use of explosives to break up or otherwise aid in the extraction or removal of rock or other consolidated natural formation.

Blazed Tree: A tree from which a section of bark has been removed to display a visible spot that can be easily recognized.

Buffer: An area of land along with buffering vegetation (existing or planted), berms, walls, or fences, that is located along the boundaries a property to mitigate visual and sound impacts of a land use on the uses on abutting properties.

Buffering vegetation: Shrubs or trees which provide a screen that is opaque or nearly opaque year-round from the ground to a height of at least ten feet at maturity. Where existing vegetation is present which is not opaque year-round, but where the depth of the vegetated area is large enough to provide a similar effect, such vegetation will be considered consistent with this definition.

Building Authority: The code enforcement officer and his or her designee.

Building coverage: The percentage of the lot covered by all buildings.

Building height: As defined by the current building code in effect in the Town of Hampden.

Business park: A subdivision of a tract of land, of twenty or more acres, into five or more lots, served by public water and sewer, with a master plan approved by the Planning Board, and intended primarily for commercial and/or industrial development. For the purposes hereof, a tract of land means all contiguous land in the same ownership.

Campground: Any area or tract of land designed or used to accommodate two (2) or more paying parties in temporary living quarters, including, but not limited to tents, recreational vehicles or other shelters.

Certificate of Occupancy: A certification by the Town stating that a structure has been constructed in compliance with all applicable codes and approvals. This includes MUBEC, the Hampden Life Safety Code Ordinance, the Hampden Zoning Ordinance, the State of Maine Plumbing Code, and the building permit that was issued for the structure.

Certificate of Compliance: A certification by the Town stating that a development site has been constructed in compliance with all applicable codes and approvals. This includes the Hampden Zoning Ordinance, Hampden Subdivision Ordinance, and the approved site plan or subdivision plan for the development.

Certified manufactured home: See definition under "Manufactured housing".

Child Care Center: A building or buildings in which a person or persons maintains or otherwise carries out a program, for any part of the day, providing care and protection for 3 or more children. Child Care Centers, with or without consideration for the services rendered, may be operated as a service business or within a church or community building.

Cluster development: A method of land subdivision and development in which the developer is allowed to vary certain site development specifications such as lot size requirements in return for providing more open space and better site design than would result from conventional subdivision and development practices.

Code enforcement officer: A person appointed by the municipal officers to administer and enforce this Ordinance. Reference to the code enforcement officer may be construed to include building inspector, plumbing inspector, electrical inspector and other duties assigned by the town council.

Conference center: A facility that includes meeting or banquet rooms for the purpose of holding meetings, seminars, or other gatherings. Hotel accommodations, a bar, or a restaurant may be included as ancillary uses. A conference center differs from a hotel with meeting rooms in that the primary business is accommodating large gatherings.

Commercial Nursery: The propagation and sale of woody plants and other customary nursery products. Sale of non agricultural products shall be limited.

Commercial Storefront: The first floor of a multi-story structure in which the glass area does not exceed 60% of the street facade measured from the ground elevation to the top of the lintel. In addition no one glass panel shall exceed 50 square feet in area.

Commercial Use: The use of lands, buildings, or structures, other than "Use of Residence for Business Purposes", as defined, the intent and result of which activity is the production of income from the buying or selling of goods and/or services, exclusive of rental of residential buildings and/or dwelling units.

Community building: A building owned by the municipality, RSU22, or a nonprofit organization which is used for educational, fraternal, cultural or recreational activities (e.g. auditorium, library, historical building, lodge, indoor swimming, performing arts center).

Community facility: Any land area, structure, building, location, equipment or combination thereof, operated for the purpose of providing public services for the residents of the Town of Hampden by the municipality, Hampden Water District, or local United States Post Office.

Conforming use: A use of buildings, structures or land which complies with all applicable provisions of this Ordinance.

Congregate care facility: Residential housing consisting of individual living and sleeping quarters and central dining facilities and within which a congregate housing supportive services program serves primarily elderly occupants which is licensed by the State of Maine.

Construction and Demolition Debris (CDD): Debris resulting from construction, remodeling, repair, and demolition of structures. It includes, but is not limited to, building materials, asphalt, wallboard, pipes, metal conduits, mattresses, household furniture, fish nets, rope, hose, wire and cable, fencing, carpeting and underlay; it excludes asbestos and other special wastes.

Day Care Facility: A dwelling in which a person or persons residing on the premises provides or maintains a regular program for consideration, for any part of the day, providing care and protection for four to twelve children.

Deck: A platform, without a roof or walls, either freestanding or attached to another structure, that may or may not have railings or access to the ground.

District: A specified portion of the municipality, delineated on the official zoning map, within which certain regulations and requirements or various combinations thereof apply under the provisions of this Ordinance.

Disturbed area: Disturbed area is clearing, filling, grading and excavation. Disturbed area does not include routine maintenance, but does include redevelopment and new impervious areas. Routine maintenance, as it relates to disturbed area, is maintenance performed to maintain the original line and grade, hydraulic capacity, and original purpose of the facility. Paving an impervious gravel surface while maintaining the original line and grade, hydraulic capacity and original purpose of the facility is considered routine maintenance. Mere cutting of trees, without grubbing, stump removal, disturbance or exposure of soil is not considered disturbed area.

Drive through business: Any establishment other than a drive-through restaurant which offers service via a window, automated teller machine (ATM) or other means whereby the driver of the automobile does not have to exit the vehicle.

Drug store or Pharmacy: An establishment engaged in the retail sales of prescription drugs, non-prescription medicines, medical equipment or supplies, with or without other consumer products for sale, but not including the sale of marijuana or products containing marijuana.

Duplex: A two family dwelling with a fire-rated separation wall between the two units and with the exterior designed to look like two separate units, e.g. separate front doors, separate garages, separate driveways, etc.

Dwelling: A fixed structure, house, building, or part thereof which is occupied or intended to be occupied, in whole or in part, for living and sleeping by one (1) or more occupants. A dwelling may include one (1) or more dwelling units or rooming units or a combination of both.

Dwelling premises: the land and auxiliary buildings thereon used or intended to be used in conjunction with a dwelling.

Dwelling unit: A room or group of rooms designed and equipped exclusively for use as living quarters for one family, including provisions for living, sleeping, cooking and eating. The term includes mobile homes but does not include travel trailers or recreational vehicles. The term also includes so-called “tiny homes” that are built to the standards in the residential building, energy, plumbing, electrical, and fire codes and which has a permanent foundation.

Earth: Topsoil, sand, gravel, clay, peat, rock or other minerals.

Elderly: For use in elderly housing and congregate care facilities. A residential development whereby eighty (80%) percent of the occupants have attained sixty-two (62) years of age or are fifty-five (55) years old and are receiving some type of disability income. In the case of double occupancy of a unit, only one (1) resident is required to meet the age or disability requirement. Documentation shall be provided to demonstrate that the proposed project will meet the criteria of this definition.

Enforcement authority: the building authority or his or her designee, and the health authority.

Essential services: The construction of gas, electrical, communication facilities; steam, fuel or water distribution systems; collection, supply or disposal systems. For the purposes of this definition, a disposal system shall not be construed to include a solid waste disposal facility. Such systems may include poles, wires, mains, drains, sewers, pipes, conduits, cables, fire alarm and police call boxes, traffic signals, hydrants and similar accessories, and shall include buildings which are necessary for furnishing of such services but not administration, office, storage, or equipment servicing buildings. In order to qualify as an essential service, the service must be provided by a regulated public utility, the Town of Hampden, a water or sewer district, or a cable company that has a franchise agreement with the Town of Hampden.

Excavation: Any digging, mining, or removal of borrow, topsoil, loam, rock, sand, gravel, clay, silt, or other similar non-metallic earth materials whether alone or in combination.

Expansion of an existing excavation: An increase in the excavation, pit, quarry, and or stockpile as regulated in §4.23 which is clearly beyond the horizontal distance of any previously permitted or legally constituted area by a factor of 21,780 square feet.

Expansion of a structure: An increase in the floor area or volume of a structure, including all extensions such as, but not limited to attached: decks, garages, porches and greenhouses.

Expansion of use: The addition of months to a use's operating season; the use of more floor area or ground area; the increase in the volume or height of a use, including but not limited to the storage or disposal of materials of any kind; or the extraction of additional material such as gravel excavation.

Extermination: The control and elimination of insects, rodents or other pests by eliminating their harborage places; by removing or making inaccessible materials that may serve as their food; poisoning, spraying, fumigating, trapping, or by any other recognized and legal pest elimination methods approved by the building authority

Family: Shall mean an individual occupying a single dwelling unit, or a group of two or more persons occupying a single dwelling unit and living together as a single housekeeping unit, including the sharing of common living, sleeping, cooking and eating facilities. When occupancy of a dwelling unit is by a group of two or more persons, the group of persons occupying the dwelling must either be:

- a. Related by blood, adoption, domestic partnership, or marriage; or
- b. Comprised of two persons who are not related by blood, domestic partnership, adoption or marriage, and any children related to either or both of them by blood, adoption or marriage;
- c. Comprised of persons, whether or not related to each other by blood, domestic partnership, adoption or marriage, but not to exceed four unrelated persons. Family shall not include a group of unrelated persons occupying a boarding home, rooming house, hotel/motel, tourist home or inn.
- d. A Community Living Arrangement as defined by Title 30-A, Section 4357-A.

Note: For the purposes hereof, the number of unrelated persons occupying a dwelling unit shall be calculated as follows: Any persons related by blood, adoption or marriage plus one unrelated person shall be considered to constitute a total of two unrelated persons, and each additional unrelated person shall be added to determine the total number of unrelated persons occupying the dwelling unit. By way of example, two or more related persons occupying a dwelling unit combined with two unrelated persons occupying the dwelling unit yields a total of three unrelated persons occupying the dwelling unit.

Filling: Depositing or dumping any matter on or into the ground or water.

Freshwater wetland: For the purposes of shoreland zoning; freshwater swamps, marshes, bogs and other similar areas which are; ten (10) or more contiguous acres; or of less than ten (10) acres and adjacent to a surface water body, excluding any river, stream or brook such that in its natural state, the combined surface area is in excess of ten (10) acres; and inundated or saturated by surface or ground water at a frequency and for a duration sufficient to support, and which under normal circumstances do support, a prevalence of wetland vegetation typically adapted for life in saturated soils. Further, the freshwater wetlands regulated by the provisions of shoreland zoning shall be indicated on the Freshwater Wetland Map prepared by the Maine Geological Survey in 1983 and as amended (the upland edge of these wetlands need to be field verified).

Frontage, road: The continuous horizontal distance on a street or road, as defined by §7.2, between the intersection of the side lot lines with the front lot line. An abandoned/ discontinued road is not considered accepted road frontage. For a lot to meet minimum road frontage requirements for establishment of uses under the requirements of Article 3 of this Ordinance, the lot width must equal at least the minimum road frontage required (in the applicable district) for the continuous distance from the front lot line to the front setback line.

Frontage, shore: The horizontal distance, measured in a straight line, between the intersections of the side lot lines with the shoreline at normal high-water elevation.

Functionally water-dependent uses: Those uses which require, for their primary purpose, location on submerged lands or that require direct access to, or location in, coastal and inland waters and which cannot be located away from these waters. These uses include, but are not limited to commercial and recreational fishing and boating facilities, finfish and shellfish processing, fish storage and retail and wholesale fish marketing facilities, waterfront dock and port facilities, shipyards and boat building facilities, marinas, navigation aides, basins and channels, industrial uses dependent upon water-borne transportation or requiring large volumes of cooling or processing water and which cannot reasonably be located or operated at an inland site, and uses which primarily provide general public access to marine or tidal waters.

Grade: In relation to buildings, the average of the finished ground level at the center of each wall of a building.

Gravel Pit: An excavation for removal, processing, or storage of borrow, topsoil, loam, gravel, rock, sand, clay, silt, or other similar non-metallic earth materials whether alone or in combination.

Habitable room: A room used, or intended to be used, for living, sleeping, cooking, or eating purposes and excludes bathrooms, toilet rooms, laundries, pantries, halls, closets, heater rooms, utility rooms, and attics. Basement or cellar areas are not habitable rooms except as permitted in this article.

Hazardous waste: Any waste as defined by Title 38 MRSA, Section 1303(5), as amended, or by United States Environmental Protection Agency rules.

Hemp: The plant *Cannabis sativa* L. and any part of that plant, including the seeds and all derivatives, extracts, cannabinoids, isomers, acids, salts and salts of isomers, whether growing or not, with a delta-9-tetrahydrocannabinol concentration of not more than 0.3% on a dry weight basis, or as otherwise defined in federal law. "Hemp" includes agricultural commodities and products derived from hemp and topical or ingestible consumer products, including food, food additives and food products derived from hemp, which in their final forms contain a delta-9-tetrahydrocannabinol concentration of not more than 0.3% or as otherwise defined in federal law. "Hemp" does not include marijuana for medical use pursuant to Title 22, chapter 558-C or adult use marijuana pursuant to Title 28-B, chapter 1.

Home Day Care: A dwelling in which a person or persons residing on the premises provides or maintains a regular program for consideration, for any part of the day, providing care and protection for up to three children.

Home occupation: See Use of Residence for Business Purposes.

Hotel: An establishment that provides temporary lodging for transient guests which has access to sleeping rooms from a corridor internal to the building. Hotels may or may not have public dining rooms, bars as an ancillary use, recreational or entertainment amenities, meeting rooms, or personal service facilities for the guests.

Individual private campsite: An area of land which is not associated with a campground, but which is developed for repeated camping by only one group and which involves site improvements which may include but not be limited to gravel pad, parking area, fire place, or tent platform.

Indoor recreational facility: A building or other structure used for recreational pursuits, such as but not limited to swimming, tennis, soccer, bowling, skating, arcade games, table tennis, card games, board games, or other similar activities.

Industrial park: An area zoned Industrial Park District, or an area where two (2) or more industrial uses are grouped together on the same lot, or an area designed to serve two (2) or more industrial uses on the same lot.

Industry, Light: A use that involves the manufacturing, production, processing, fabrication, assembly, packaging, treatment, or repair of finished products, predominantly from previously prepared or refined materials or raw materials that do not need refining.

Industry, Heavy: Manufacturing or other enterprises with significant external effects, or which pose significant risks due to the involvement of explosives, radioactive materials, poisons, pesticides, herbicides, or other hazardous materials in the manufacturing or other processes.

Infestation: The presence within a dwelling or on premises of a dwelling of rodents, vermin, or other pests, as determined through actual observation of them or by evidence of their presence.

Inn: A building that contains a dwelling unit occupied by an owner or resident manager in which guest rooms are offered on a day to day basis to the general public for compensation, either with or without meals. "Inn" includes such terms as "guest house," "bed and breakfast," and "tourist house."

Institutional building: A building or group of buildings used to provide a public service and operated by a Federal, State or local government, public or private utility, public or private school or college, tax- exempt organization, and/or a place of religious assembly. Examples include: public agency, public safety and emergency services, essential and utility services, cultural, service and religious facilities, public/private health facilities or other similar uses.

Kennel: A commercial establishment where domestic animals (e.g. cats or dogs) are boarded (for day or longer periods), trained, or bred.

Level of Service (LOS): A rating of the quality of traffic flow on a roadway segment or intersection ranging from A (excellent) through F (failure).

Living quarters for personnel: A dwelling unit that is an integral part of a non-residential building or complex which is occupied either on an occasional basis or a full time basis by the property owner, business owner, or vital personnel such as security or operations employees. Such living quarters may be occupied by such person's family in cases of full-time occupancy.

Lagoon: An artificial enlargement of a waterbody, primarily by means of dredging and excavation.

Lodging or rooming house: A building of residential character usually in a neighborhood; usually a converted large dwelling, several rooms of which are rented to guests usually staying more than two (2) weeks. Rental rooms do not include cooking facilities (if they did they would be dwelling units).

Lot (aka Parcel): A contiguous piece of land in identical ownership throughout, bounded by other lots or by streets and not divided by a street or river, and used or set aside and available for use as a site for one or more buildings or other definite purpose. For the purpose of this ordinance, a lot may or may not coincide with a lot of record.

Lot area: The total horizontal area within the lot lines.

Lot, corner: A lot with at least two contiguous sides abutting upon streets.

Lot lines: The lines bounding a lot.

Lot line, front: The line separating the lot from the street. On a lot fronting on more than one street, the line separating the lot from any street.

Lot line, rear: The lot line opposite the front lot line. On a lot pointed at the rear, the rear lot line shall be an imaginary line between the side lot lines parallel to the front lot line, not less than ten (10') feet long, lying farthest from the front lot line. On a corner lot, the rear lot line shall be opposite the front lot line of least dimension.

Lot line, side: Any lot line other than the front lot line or rear lot line.

Lot of record: A parcel of land, a legal description of which or the dimensions of which are recorded on a document or map on file with the Penobscot County Register of Deeds.

Lot Split: The division of a parcel of land into two or more lots where the division does not meet the definition of "Subdivision" in the Subdivision Ordinance.

Lot width: The horizontal distance between the side lot lines, measured at the front setback line.

Manufactured housing: "Manufactured housing" means a structural unit or units designed for occupancy and constructed in a manufacturing facility and then transported by the use of its own chassis or placement on an independent chassis to a building site. The term includes any type of building which is constructed at a manufacturing facility and then transported to a building site where it is utilized for housing and may be purchased or sold by a dealer in the interim. For purposes of this Act, two (2) types of manufactured housing are included. They are:

- a. *Certified manufactured home:* These include:
 1. *Certified mobile home:* Those units constructed after June 15, 1976, which the manufacturer certifies are constructed in compliance with the HUD standard, meaning structures transportable in one or more sections, which in the traveling mode, are fourteen (14') body feet or more in width and are seven hundred fifty (750) or more square feet, and which are built on a permanent chassis and designed to be used as dwellings, with or without permanent foundations, when connected to the required utilities, including the plumbing, heating, air-conditioning and electrical systems contained therein; except that such term shall include any structure which meets all the requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the Secretary of the United States Department of Housing and Urban Development and complies with the standards established under the National Manufactured Housing Construction and Safety Standards Act of 1974, 42 United States Code 5401 et seq.; also included are:
 2. *Modular homes:* Those units which the manufacturer certifies are constructed in compliance with the state's Manufactured Housing Act and Title 10, chapter 957, and rules adopted under that chapter, meaning structures transportable in one (1) or more sections, which are not constructed on a permanent chassis and are designed to be used as dwellings on foundations when connected to required utilities, including the plumbing, heating, air-conditioning or electrical systems contained therein.
- b. *Non-certified mobile homes:* Those units constructed prior to June 15, 1976, meaning structures, transportable in one (1) or more sections, which are eight (8') body feet or more in width and are thirty-two (32') body feet or more in length, and which are built on a permanent chassis and designed to be used as dwellings, with or without permanent foundations, when connected to the required utilities, including the plumbing, heating, air-conditioning or electrical systems contained therein.
- c. *Other manufactured homes:* All manufactured homes which are neither certified manufactured homes nor non-certified mobile homes.

Manufacturing: The mechanical or chemical transformation of materials or substances into new products, including the assembling of component parts, the creation of products, the treatment of materials, and the blending of materials. This definition does not include any type of manufacture of medical or retail marijuana.

Marijuana: As defined in M.R.S.A. Title 28-B §102(27).

Marina: A shorefront commercial facility with provisions for one (1) or more of the following: boat storage, boat launching, or the sale of supplies and services for watercraft and their equipment and accessories.

Maximum Gross Density: The total number of units divided by the gross area of the parcel(s) to be developed, including open space to be set aside.

Medical Marijuana: The leaves, stems, flowers and seeds of all species of the plant genus cannabis, whether growing or not; but shall not include the resin extracted from any part of such plant and every compound, manufacture, salt, derivative, mixture or preparation from such resin including hashish and further, shall not include the mature stalks of such plant, fiber produced from such stalks, oil or cake made from the seeds of such plant, any other compound, manufacture, salt, derivative, mixture or preparation of such mature stalks, fiber, oil or cake or the sterilized seed of such plant which is incapable of germination.

Medical Marijuana business: A registered dispensary, a manufacturing facility, or a testing facility for medical marijuana.

Medical Marijuana Registered Dispensary: Medical Marijuana Registered Dispensary means a not-for-profit entity as defined under Title 22 M.R.S.A. Section 2422 and registered pursuant to Title 22 M.R.S.A. Section 2428 and to Section 6 of the State of Maine Rules Governing the Maine Medical Use of Marijuana Program (10-144 CMR Chapter 122) that acquires, possesses, cultivates, manufactures, delivers, transfers, transports, sells, supplies or dispenses marijuana, paraphernalia or related supplies and educational materials to registered patients who have designated the Dispensary to cultivate marijuana for their medical use and the registered primary caregivers of those patients. Any Medical Marijuana Registered Dispensary shall be further defined in, and shall adhere to, the laws of the State of Maine and to the State of Maine Rules Governing the Maine Medical Use of Marijuana Program (10-144 CMR Chapter 122), as the same may be amended from time to time.

Medical Marijuana Cultivation Facility: Medical Marijuana Cultivation Facility means a building owned or operated by a not-for-profit entity registered pursuant to the laws of the State of Maine and to Section 6 of the State of Maine Rules Governing the Maine Medical Use of Marijuana Program (10-144 CMR Chapter 122) that is used for the cultivation or storage of marijuana for the Medical Marijuana Registered Dispensary licensed by the State of Maine for Penquis District 6. Any Marijuana Cultivation Facility shall be further defined in, and shall adhere to, the State of Maine Rules Governing the Maine Medical Use of Marijuana Program (10-144 CMR Chapter 122), as the same may be amended from time to time.

Medical office or clinic: An office where patients interact with medical providers, such as but not limited to a physician's office, dental office, chiropractor's office, optometrist office, or physical therapy office. Includes walk-in clinics, but excludes methadone clinics.

Methadone Clinic: Methadone Clinic is a clinic which has been established for the dispensing of methadone (Dolophine) to those who abuse heroin and other opiates. The focus of these clinics is the elimination or reduction of opiate usage by putting the patient on methadone.

Microcell Wireless Telecommunications Facilities: see Wireless Telecommunications Facilities, Microcell:

Mineral Extraction: For the purpose of shoreland zoning, any operation which, within any twelve (12) month period, removes more than one hundred (100) cubic yards of soil, loam, gravel, clay, bedrock, peat or other similar material from its natural location to be processed or transported to another location.

Mixed residential/commercial use: A project that includes both residential and non-residential uses within the same development (e.g. a store with an apartment above, or a project with a residential area and a commercial area that is designed as a single coordinated and integrated project).

Mobile home: For the purpose of this ordinance mobile home shall have the same meaning as manufactured home.

Mobile home lot: Means a minimum area of land on which an individual mobile home may be situated within a mobile home park and which is reserved for use by the occupants of that home. Lots shall be designated on the mobile home park plan.

Mobile home park: Means a parcel of land under unified ownership approved by the municipality for the placement of 3 or more manufactured homes.

Mobile home stand: That part of an individual mobile home lot which has been constructed and reserved for the placement of a mobile home.

Motel: An establishment which provides temporary lodging for transient guests and in which the rooms are directly accessible from an outdoor parking area.

Multi-family building: A building containing more than two (2) dwelling units.

Multi-family development: A development that consists of three or more dwelling units in one or more buildings on a single parcel of land. This includes developments with two or more two-family buildings on a single parcel, except for those that can meet the provisions of §3.4.2.12.

Municipal Solid Waste: Any solid waste emanating from household and normal commercial sources, excluding construction and demolition debris.

Nonconforming lot: A lot which was in existence on the effective date of adoption or amendment of this Ordinance which does not conform to the dimensional requirements of this Ordinance (e.g. lot size, frontage).

Nonconforming structure: A building or structure which was in existence on the effective date of adoption or amendment of this Ordinance which does not conform to the dimensional requirements of this Ordinance (e.g. setbacks, height, building coverage).

Nonconforming use: A use which was in existence on the effective date of adoption or amendment of this Ordinance which is not listed as a use permitted by right or by conditional use in the Use Table.

Non-profit club: A meeting or recreational facility owned or leased and operated by an organization which is fraternal, religious, recreational, charitable, or literary in nature and which operates as a nonprofit enterprise (e.g. Rotary Club). This does not include facilities categorized as commercial or industrial uses (e.g. store, processing, or warehouse).

Normal high-water line: That line which is apparent from visible markings, changes in the character of soils due to prolonged action of the water or changes in vegetation, and which distinguishes between predominantly aquatic and predominantly terrestrial land. In the case of wetlands adjacent to rivers and ponds, the normal high-water line is the upland edge of the wetland, and not the edge of the open water.

Nursing home: A facility which provides nursing care and medical services prescribed by or performed under the general direction of persons licensed to practice medicine. Nursing home shall include both skilled care and intermediate care facilities licensed by the State of Maine. For the purpose of this Ordinance, convalescent home shall mean the same as nursing home.

Occupant: Any person, including an owner or operator, residing in or having actual possession of a dwelling unit or rooming unit.

Office: A place (room, suite of rooms, or building) for the transaction of business where the functions of conducting the business or profession are performed, records are kept or services rendered, but where little or no retail sales are offered and where no manufacturing, assembling or fabricating takes place. Examples include but are not limited to professional services such as lawyers, accountants, engineers, or architects; financial businesses such as lenders, brokerage houses or real estate agents; corporate headquarters; data

processing; sales offices; government or public utility offices; and TV and radio studios. Office uses may be either the primary use or an accessory use.

Open Space Ratio: A ratio of open space to gross lot area. To calculate, divide the land area of open space set aside by the gross site area.

$$\frac{\text{OPEN SPACE AREA}}{\text{GROSS AREA}}$$

Open Space & Recreation Area: (mobile home parks) an unoccupied space exclusive of parking, drives, and structures, set aside for the purpose of passive and/or active recreation.

Open space use: A use involving none of the following: a principal structure; earth-moving activity; the removal or destruction of vegetative cover, spawning grounds of fish, aquatic life, bird or other wildlife habitat.

Operator: The owner or operator of an excavation.

Operator (building): Any person who has charge, care, management, or control of any dwelling or part thereof in which dwelling units or rooming units are let or offered for occupancy

Outdoor dining: An outside area designated for dining with tables and or seating in conjunction with a restaurant. This area may be enclosed on no more than three sides and may be covered with a roof or other structure (e.g. pergola).

Outdoor recreation: Any use of land to accommodate the gathering, seating, or entertainment, of ten (10) or more people for the purpose of recreation where the activity is not enclosed within a building. Other uses in the Use Table that have more specific definitions shall be interpreted using those definitions (e.g. campground, golf course).

Outdoor storage: The keeping of goods, equipment, or materials outside of any structure, where it is the primary use of the property; a small office building may be located on the site. Note that other uses may include outdoor storage as an ancillary use, e.g. warehousing, wholesale distribution, or retail businesses.

Owner: Any person or persons who alone, jointly, severally, or jointly and severally with others:

- Shall have legal or record title to any dwelling, dwelling unit, or dwelling premises;
- Shall have charge, care, or control of any dwelling, dwelling unit, or dwelling premises as an agent of the owner, executor, administrator, trustee, or guardian of the estate of the owner;
- Shall have an equitable interest in a dwelling, dwelling unit, or dwelling premises under a contract or a bond for a deed with the person having legal or record title

Park or playground: A noncommercial, not-for profit facility designed to serve the recreation needs of the residents of the community. Such facilities include subdivision recreation facilities (neighborhood parks and playgrounds), community parks, and regional parks, and they may include passive recreation or active recreation such as ball fields, swimming facilities, boating facilities, and playground equipment.

Parking space: An area exclusive of drives, aisles or entrances, fully accessible for the storage or parking of vehicles designed in accordance with the standards contained in §4.7 of this Ordinance.

Peak Hour Trip: A one-way vehicular trip occurring during the hour of the day during which the traffic volume on the adjacent roadway segment is higher than the volume during any other hour of the day.

Permit Granting Authority: The officer, committee, or board responsible for acting upon an application. This includes the Code Enforcement Officer for projects requiring a permit for construction or a minor revision to an approved site plan, the Staff Review Committee for projects requiring minor site plan review, or the Planning Board for projects requiring major site plan review, conditional use review, or subdivision review.

Petroleum extraction or refining: The act of removing from the ground any gas, oil, or other hydrocarbon substance, or the processing of such substances into fuels, lubricants, or other useful materials.

Place of assembly: Any building or use of land to accommodate the gathering, seating or entertainment of ten (10) or more people, including but not limited to banquet halls, movie theaters, auction halls, museums, galleries, private membership clubs or lodges, and enclosed recreation centers, but excluding places of worship, hotels, and motels.

Place of worship: A structure or site used for religious assembly, such as but not limited to church, synagogue, mosque, or temple.

Premises: One (1) or more lots which are in the same ownership and are contiguous or separated only by a road or waterbody, including all buildings, structures and improvements.

Preschool: A service business whereby an instructional program is provided for compensation to three (3) or more children between the ages of one (1) and five (5) years.

Principal building: The primary use to which the premises is devoted, and the main purpose for which the premises exists.

Private Event Venue: A facility (building or portion of a building, outdoor areas, and related parking areas) which is made available to individuals or groups to accommodate private functions including but not limited to weddings, receptions, anniversaries, private parties, business meetings, fundraisers, banquets, and dances, but not concerts, events open to the general public, or events for which an admission or other charge (monetary or not) is imposed on individual attendees, with the exception of fundraisers.

Private Membership Club or Lodge: An organization or facility which is open to people upon invitation, nomination, or payment of fees or dues, for social, recreational, and/or entertainment activities.

Private road or street: An area of land that provides access to more than one principal structure and is privately owned, provides vehicular access to approved lots and has not been dedicated to public use other than access by emergency and public safety vehicles, and is maintained by its private owners.

Processing: For industrial uses, including but not limited to: treating, converting, filtering, screening, coating, heating, separating, refining or otherwise altering the initial state, form, or substance of materials and the collection, sorting, or handling of solid waste or of construction and demolition debris. This definition does not include transfer stations or on-site disposal of solid waste, nor any type of processing of medical or adult use marijuana, nor petroleum refining.

Protected Natural Resource: As defined in 38 MRSA Section 480-B Subsection 8.

Pub: see Bar.

Public utility: Any person, firm, corporation, municipal department, board or commission authorized to furnish gas, steam, electricity, waste disposal, communication facilities, transportation or water to the public.

Public Works Projects: A project for the Town, other municipal entity, or the State of Maine including, but not limited to, the Maine Department of Transportation.

Quarry: An excavation for the extraction of rock.

Reclamation: The rehabilitation of an area of land affected by excavation or mining.

Research and development: A facility where research, development, and testing is conducted that does not involve the mass manufacture, fabrication, processing, or sale of products. This does not include any such activity related to marijuana (medical or otherwise).

Residential use: A lot with one or more dwelling units, including any outdoor areas where the residents of the units can be expected to normally spend time, such as a deck, patio, yard, play area, or garden.

Restaurant, drive-in or drive-through: A high turnover restaurant that includes drive-up or drive-through facilities.

Restaurant, high turnover: An eating establishment with turnover rates normally of less than one hour, with or without take-out facilities. Examples include but are not limited to coffee shops, sandwich or pizza shops, ice cream shops, bakeries, and fast-food establishments.

Restaurant, low turnover: A sit-down eating establishment with turnover rates generally of more than one hour. Typically these restaurants do not serve breakfast, and many serve only dinner, and often include alcoholic beverages.

Retail sales: The sale or rental of merchandise to the general public. Retail sales shall be limited to merchandise typically kept in stock on the premises. Retail sales shall allow accessory service unless prohibited elsewhere in this Ordinance. Retail sales shall not include the sale of adult use marijuana as defined in this ordinance in any form or for any purpose.

River-dependent uses: Any non-residential use that requires direct access to the Penobscot River, such as but not limited to fishing facilities (finfish or shellfish processing, storage, and marketing facilities), boating facilities (docks, marinas, boat building, and shipyards), and industrial uses dependent on water-borne transportation.

Road or street: Shall mean a right-of-way in the Town of Hampden intended for motorized traffic which is one of the following:

- a. Maintained by the Town of Hampden, the County of Penobscot, or the State of Maine.
- b. Is shown on and has been constructed in accordance with a plan of a subdivision which has been duly approved by the Hampden Planning Board and recorded in the Penobscot County Registry of Deeds and has not been vacated as a result of 23 M.R.S.A. §3032, 23 M.R.S.A. §3031, 23 M.R.S.A. §3027, or 23 M.R.S.A. §3027-A.
- c. Is a private road, owned, established, and maintained by an individual, corporation, or any group such as but not limited to a property owner's association.
- d. Is a private road right-of-way created in a lot split and shown on a plan which has been recorded at the Penobscot County Registry of Deeds, provided no more than two primary structures (e.g. houses) obtain their frontage from the private road right-of-way, and that legal access to the lot(s) exists elsewhere (e.g. in a deeded access easement across another lot).

Rock: A natural substance, a solid aggregate of one or more minerals (for example, granite, a common rock, is a combination of the minerals quartz, feldspar and biotite). Removal from the earth requires cutting, blasting, or similar methods of forced extraction.

Rooming house: Any dwelling, or part thereof, containing three (3) or more rooming units in which space is rented or offered for rent by the owner or operator to be occupied or intended to be occupied by three (3) or more persons who are not related by blood or marriage to the owner or operator

Rooming unit: One (1) or more rooms forming a single unit used, or intended to be used, for living and sleeping purposes, but not designed for food preparation, by two (2) or more persons living in common or by a person living alone

School, commercial: A private, for profit school established to provide for the teaching of industrial, business, clerical, managerial, artistic, or other technical skills. Examples include automobile or truck driving school, beauty school, book-keeping school, secretarial school, music school, and dance school.

School, K-12: A public, private, or parochial school offering instruction at the elementary, junior, and/or senior high school levels in the branches of learning and study required to be taught in the public schools of Maine.

School, post-secondary: An institution for higher learning that grants associate, bachelor, master, or doctoral degrees and may also have research facilities.

Screening: Is either:

- a. a hedge or buffer strip at least five (5') feet wide consisting of densely planted shrubs or trees, at least four (4') feet in height at the time of planting, and eventually reaching a mature height of at least six (6') feet, or
- b. a wall or fence at least six (6') feet in height, but not exceeding eight (8') feet, which provides an effective visual barrier.

Self service storage facility: A building or group of buildings divided into separate compartments leased or licensed to and designed to meet the storage needs of individuals, organizations, and businesses.

Service building: a building within a mobile home park which provides shelter for people or equipment which is exclusively used in the operation of the park or for the sole use of the residents of the park. Service buildings shall not contain retail sales or service businesses except for the sale or rental of units located within the park. Allowable structures: including but not limited to, community buildings, recreational halls, equipment storage buildings, common laundry facilities and management offices.

Setback: The minimum horizontal distance from a lot line to the nearest part of a structure.

Setback from water: The minimum horizontal distance from the normal high-water elevation to the nearest part of a structure.

Shielding: For purposes of an excavation, pit, quarry, and or stockpile as regulated in §4.9 and §4.23 shielding shall mean isolation from view. Such visual isolation may require mechanisms such as planting of screening or fences within or inside of the natural buffer strips or setback areas.

Shopping center: An area where three (3) or more businesses are grouped together on the same lot and use common, off-street parking.

Shoreland area: All land area within two hundred fifty (250') feet horizontal distance of the normal high-water line of the following water bodies: Ben Annis Pond, Hammond Pond, Hermon Pond, Patten Pond, Penobscot River, Souadabscook Stream and West Branch Souadabscook Stream; and all land area within one hundred (100') feet horizontal distance of the normal high-water line of the following waterbodies: Brown Brook (from West Branch Souadabscook Stream to Maine Route No. 69) and Reed Brook (from Main Road to Bangor and Aroostook track); and all land area within two hundred fifty (250') feet of the upland edge of a coastal or freshwater wetland.

Sign: Structure, device, letter, word, model, banner, pennant, insignia, flag, or other representation which is used as or is in the nature of advertisement, announcement, or direction. The area of a sign is the area of the geometric shape exemplified by a square, rectangle, triangle, circle, etc., encompassing all lettering, wording, design, symbols, together with the background which is not a normal color of the building. An inconspicuous support exemplified by a slim post is not part of the sign. Both sides of freestanding signs, pole signs and projecting signs may be used for advertisement, announcement, or direction. Limitation of sign size refers to the structure of the sign, not to the surface.

Sign, Detached or freestanding: Shall mean a sign that is not attached to any building or structure and is portable and self-supporting.

Sign, Industrial park: A pole sign or a projecting sign directing the public to an industrial park. Such sign may identify the name of the industrial park and the name of uses, services, or businesses located on the premises but shall not describe goods or brand or trade name except in instances where the brand name and company are identical. Such sign shall be a maximum of fifty (50) square feet.

Sign, Pole: Shall mean any sign which is supported by structures or supports in or upon the ground and independent of support from any building.

Sign, Projecting: Shall mean any sign, other than a wall sign, affixed to any building or wall whose leading edge extends beyond such building or wall by more than twelve (12") inches.

Sign, Roof: Shall mean any sign erected or constructed wholly upon and over the roof of any building and supported solely on the roof structure.

Sign, Shopping Center: A pole or a projecting sign directing the public to a shopping center. Such sign may identify the name of the shopping center and the name of shops or stores located in the shopping center. In addition, the sign may contain information about the shopping center of a general nature, such as its hours of operation. However, it shall not describe goods or brand or trade name except in instances where the brand name and business name are identical.

Silt or clay: A material that consists of particles of such size that forty-five (45) percent or more of the fraction of those particles able to pass through a three (3) inch sieve pass through the United States Standard Number 200 sieve, or a material that exhibits similar erosion potential, difficulty of stabilization, or runoff based upon gradation, plasticity, permeability, or other relevant criteria.

Single family dwelling: A building constructed for residential occupancy by one family, which is not attached to any other dwelling unit except for a permitted accessory apartment. This definition includes a "Certified Manufactured Home".

Skirting: Shall mean the enclosure of the area below the unit with aluminum or vinyl, exterior grade plywood, chipboard, or matched boards on a wooden frame or masonry. Interior grade plywood, particle board or plastic or tarpaper are not acceptable materials.

Snack bar: Accessory use of a business, industry, school, or community use in which food, beverage and confection is offered or sold to guests, members, customers, or patrons and may include a refreshment stand in a school or park but such use is strictly incidental and subordinate to the primary use. On-premises cooking and preparation of food shall be limited to hot and cold beverages, confections such as cookies, donuts and ice cream, pre-packaged foods to be heated in a microwave oven, and hot dogs from a steam tray. Alcoholic beverages shall not be served or consumed on-site.

Solid waste: Useless, unwanted or discarded solid material with insufficient liquid content to be free flowing, including by way of example and not by limitation, rubbish, garbage, scrap materials, junk refuse, inert fill material and landscape refuse, but shall not include septic tank sludge or agricultural wastes.

Solid waste disposal: The discharge, deposit, injection, dumping, spilling, leaking or placing of any solid waste into or on any land or water so that the solid waste or any constituent thereof may enter the environment or be emitted into the air, or discharged into any waters, including ground waters.

Solid waste facility: Any land area, structure, location, equipment or combination of them, used for handling solid waste.

Stockpile(s): Any area(s) where either man-made or natural materials are being piled up temporarily, either undercover or exposed to the elements, for future processing and or distribution. These piles are only for materials that are necessary for uses which have been approved by the Planning Board.

Stormwater: Stormwater shall mean storm water runoff, snow melt runoff, and surface runoff and drainage. "Stormwater" has the same meaning as "storm water".

Structure: Anything constructed or erected, except a fence or boundary wall, the use of which requires location on the ground or attachment to something on the ground.

Supplied: Installed, furnished, or provided by the owner at his or her expense

Swimming pool: Any structure intended for swimming or recreational bathing that contains water over 24 inches deep. This includes in-ground, above-ground and on-ground swimming pools, hot tubs and spas.

Swimming pool, barrier: A fence, wall, building wall or combination thereof which completely surrounds the swimming pool and obstructs access to the swimming pool.

Swimming pool, indoor: A swimming pool which is totally contained within a structure and surrounded on all four sides by the walls of the enclosing structure.

Swimming pool, outdoor: Any swimming pool which is not an indoor pool.

Swimming pool, residential: Any swimming pool which is situated on the premises of a detached one or two-family dwelling or a one-family townhouse not more than three stories in height.

Tavern: See Bar.

Topsoil: The top layer of soil that is predominantly fertile and ordinarily moved in tillage or the equivalent of such a layer in uncultivated soils.

Tourist home: See Inn.

Tract: An area of land consisting of one or more parcels which is the subject of a development proposal.

Travel trailer: A vehicle designed to be moved on wheels and intended as a temporary dwelling for travel, recreation, and vacation use. This term also includes campers, recreational vehicles, so-called "tiny homes" if mounted on a chassis, and other similar short term devices.

Trailer park: A plot of ground on which two (2) or more trailers, occupied for dwelling or sleeping purposes, are located.

Transfer station: Any solid waste facility constructed or managed for the transfer of household or municipal solid waste.

Tributary Stream: A channel between defined banks created by the action of surface water, whether intermittent or perennial, and which is characterized by the lack of upland vegetation or presence of aquatic vegetation and by the presence of a bed devoid of topsoil containing waterborne deposits on exposed soil, parent material of bedrock, and which flows to a water or wetland as defined. The term stream does not include "stream" previously defined and only pertains to tributary streams within the shoreland zone.

Two family dwelling: A building constructed for residential occupancy by two families, including duplexes. This definition does not include a single family dwelling with a permitted accessory apartment.

Use: The purpose for which land or a structure is arranged, designed, or intended, or for which land or a structure is or may be occupied.

Use of Residence for Business Purposes: The subordinate use of a dwelling unit or structure accessory to a dwelling unit for gainful employment involving the manufacture, provision or sale of goods and/or services, with the exception that neither adult use marijuana sales nor adult use marijuana social clubs shall be operated

under these provisions. There are three categories of such use, which are defined in §4.10 of this ordinance: home business, customary home occupation, and home based contractor.

Veterinary hospital: An establishment where pets or other animals are given medical or surgical treatment and are cared for and boarded during the time of such treatment.

Warehouse: A facility for storage and/or distribution of manufactured products, supplies, and equipment; does not include self-service storage facilities.

Water recreational facility, low intensity: A recreational land use which is dependent on direct access to the water, including buildings or other structures if any, located on the shore of any river or water body, such as a boat launch for non-motorized boats, a picnic area, or a nature preserve with or without trails.

Water recreational facility, high intensity: A recreational land use which is dependent on direct access to the water, including buildings or other structures if any, located on the shore of any river or water body, such as a boat launch for motorized boats, a beach, or a campground.

Wholesale: An establishment engaged in the sale and/or distribution of merchandise to other businesses – commercial, industrial, institutional, etc. – and not directly to the general public.

Wireless Telecommunications Facilities: The term “wireless telecommunications facilities” as used in this ordinance means any structure, antenna, tower, or other device which provides radio/television transmission, commercial mobile wireless services, un-licensed wireless services, cellular phone services, specialized mobile radio communications (SMR), common carrier wireless exchange access services, personal communications service (PCS) or pager services.

Wireless Telecommunications Facilities, Microcell: The term microcell wireless telecommunications facilities as used in this ordinance means any antenna, other device which provides cellular phone services, personal communications service (PCS) or pager services. Microcell wireless telecommunication facilities shall be co-located on water towers including the tank surfaces in a manner that minimizes and mitigates any adverse impacts upon affected properties, streetscapes, and vistas through careful design, siting, screening, landscaping, and innovative camouflaging techniques shall be considered accessory to a water tower use. Such microcell antennas and supporting electrical and mechanical equipment located on a water tower shall be surface mounted wherever feasible so as to blend in with the contour and color. Antennas and equipment mounted on top of a water tower shall not extend more than 20 feet above the principal structure.

Working Excavation: The area of extraction, including side slopes, of an excavation for borrow, topsoil, loam, gravel, rock, sand, clay, silt, or other similar non-metallic earth materials whether alone or in combination. The area of a “working excavation” does not include areas for stockpiles, permanent fixed structures such as an office building, permanent processing facility, or fixed fuel storage.

Yard: The area of land on a lot not occupied by the principal building.

Yard, other: An unoccupied space between any structure and any property line which is not a street yard.

Yard, rear: The area of land between the rear lot line and the nearest part of the principal building.

Yard, side: The area of land between the side lot line and the nearest part of the principal building.

Yard, street: An unoccupied space between a public or private street right of way or proposed public street right of way and any structure. For the purpose of this definition, right of way shall include only rights of way for the passage of motorized vehicles and not right of ways for power transmission lines, fuel pipelines, or other.

Appendix 1: Detailed Table of Contents

Article	Sec	SubSec	What it is (title or content)	Page
Article 1			General Administration	
	1.1		Title and Purpose	1-1
	1.2		Basic Requirement	1-1
	1.3		Severability	1-1
	1.4		Conflict With Other Ordinances	1-1
	1.5		Amendment	1-1
		1.5.1	Initiation of Amendment	1-1
		1.5.2	Text Amendments	1-1
		1.5.3	Zoning District Amendments (Map Amendments)	1-1
		1.5.4	Process	1-2
		1.5.5	Adoption of Amendment	1-2
Article 2			Establishment of Zones	
	2.1		Zoning Districts	2-1
	2.2		Purpose of Districts	2-1
	2.3		Location of Districts	2-2
	2.4		Uncertainty of Boundary Location	2-2
		2.4.1	Centerlines	2-2
		2.4.2	Lot Lines	2-2
		2.4.3	Water Boundaries	2-2
		2.4.4	Features	2-3
		2.4.5	Determination of Distances	2-3
		2.4.6	Existing Structures	2-3
		2.4.7	Questions of Interpretation	2-3
	2.5		Parcels in More Than One Zoning District	2-3
Article 3			District Regulations	
	3.1		Use Designations	3-1
		3.1.1	Principal Uses	3-1
		3.1.2	Accessory Uses	3-1
		3.1.3	Use Table	3-3
	3.2		Specific Use Standards	3-1
		3.2.1	Multi-Family Development and Cluster Development that includes multi-family buildings	3-1
		3.2.2	Lodging or Rooming House	3-2
		3.2.3	Animals As Usual Pets	3-2
		3.2.4	Animals Other Than Usual Pets	3-2
		3.2.5	Schools, K-12 and Post-Secondary	3-2
		3.2.6	Schools, Commercial	3-2
		3.2.7	Nursing Home	3-2
		3.2.8	Congregate Care Facility	3-2
		3.2.9	Adult Day Service	3-2
		3.2.10	Public Or Private Utility That Is Not Essential Service	3-2
		3.2.11	Municipal Solid Waste Facility	3-2
		3.2.12	Community Facility	3-2
		3.2.13	Community Building	3-2
		3.2.14	Place of Worship	3-5
		3.2.15	Non-Profit Club	3-5
		3.2.16	Retail Sales	3-5
		3.2.17	Antique Dealership	3-5
		3.2.18	Kennel	3-5
		3.2.19	Veterinary Hospital	3-5

Article	Sec	SubSec	What it is (title or content)	Page
Article 3			District Regulations, continued	
		3.2.20	Automotive Fuel Station	3-5
		3.2.21	Automotive Service	3-5
		3.2.22	Inn	3-5
		3.2.23	Restaurant, Low Turnover	3-5
		3.2.24	Restaurant, High Turnover	3-6
		3.2.25	Restaurant, Drive-In or Drive-Through	3-6
		3.2.26	Bar, Pub, Tavern	3-6
		3.2.27	Funeral Home	3-6
		3.2.28	Drive-Through Business	3-6
		3.2.29	Mixed Residential/Commercial Use	3-6
		3.2.30	Business Park	3-6
		3.2.31	Outdoor Storage	3-6
		3.2.32	Industrial Uses (all uses listed in Category H in the Use Table)	3-6
		3.2.33	Processing	3-6
		3.2.34	Light Industrial Operations	3-6
		3.2.35	River-Dependent Uses	3-7
		3.2.36	Outdoor Storage as an accessory use to non-residential uses	3-7
		3.2.37	Living Quarters For Personnel	3-7
		3.2.38	Outdoor Dining	3-7
		3.2.39	Retail Sales as an accessory use to non-residential uses	3-7
	3.3		Temporary Uses	3-7
		3.3.1	Temporary Event	3-7
		3.3.2	Temporary Housing Unit	3-7
		3.3.3	Occupancy of existing single family dwelling during construction of new one	3-7
	3.4		Dimensional Requirements	3-8
		3.4.1	Table of Dimensional Requirements	3-8
		3.4.2	Special Provisions	3-8
Article 4			General Regulations	
	4.1		Site Plan Review	4-1
		4.1.1	Purpose	4-1
		4.1.2	Multi-level Review	4-1
		4.1.3	Applicability	4-1
		4.1.4	Procedure	4-2
		4.1.5	Submission Requirements	4-4
		4.1.6	Approval Standards	4-5
		4.1.7	Denial	4-6
		4.1.8	Appeal	4-6
		4.1.9	Lapse	4-6
		4.1.10	Fees	4-6
	4.2		Conditional Uses	4-7
		4.2.1	Purpose	4-7
		4.2.2	Applicability	4-7
		4.2.3	Procedure	4-7
		4.2.4	Submission Requirements	4-7
		4.2.5	Approval Standards	4-7
		4.2.6	Conditions	4-8
	4.3		Rural Alternate Frontage Lots	4-10
		4.3.1	Purpose	4-10
		4.3.2	Application Procedure	4-10

Article	Sec	SubSec	What it is (title or content)	Page
Article 4			General Regulations, continued	
		4.3.3	Approval Standards	4-10
	4.4		Performance Standards	4-11
		4.4.1	Odorous Matter	4-11
		4.4.2	Electromagnetic Interference	4-11
		4.4.3	Fire Safety	4-11
	4.5		Nonconformities	4-11
		4.5.1	General	4-11
		4.5.2	Nonconforming Structures	4-11
		4.5.3	Nonconforming Site Developments	4-12
		4.5.4	Nonconforming Uses	4-12
		4.5.5	Nonconforming Lots	4-13
	4.6		Cluster Housing	4-14
		4.6.1	Uses Allowed	4-14
		4.6.2	Dimensional Requirements	4-15
		4.6.3	Maximum Number of Dwelling Units Allowed	4-15
		4.6.4	Common Open Space	4-16
		4.6.5	Tract Buffers	4-17
		4.6.6	Private Road Cluster Housing Development	4-18
	4.7		Design Standards	4-19
		4.7.1	Off-street Parking, Loading, and Drive-through facilities	4-19
		4.7.2	Buffers and Landscaping	4-23
		4.7.3	Lighting	4-25
		4.7.4	Architectural Design	4-25
		4.7.5	Signs	4-26
		4.7.6	Stormwater Management	4-33
		4.7.7	Flexibility in Design Standards	4-33
	4.8		[Signs moved to 4.7.5]	
	4.9		Filling and Grading of Land and Stockpiling of Materials	4-33
		4.9.1	Purpose	4-33
		4.9.2	Earth Moving Permit Required	4-33
		4.9.3	Earth Moving Permit Issued by the CEO	4-34
		4.9.4	Earth Moving Activity Requiring a Permit from the Planning Board	4-35
		4.9.5	Conditions of an Earth-Moving Permit from the Planning Board	4-35
		4.9.6	Optional Conditions of an Earth-Moving Permit from the Planning Board	4-36
		4.9.7	Performance Guarantees	4-36
		4.9.8	Existing Operations	4-37
		4.9.9	Stockpiles	4-37
		4.9.10	Stockpiles in Excess of 1 Acre	4-38
	4.10		Use of Residence for Business Purposes	4-38
		4.10.1	Home Business	4-38
		4.10.2	Customary Home Occupation	4-38
		4.10.3	Home Based Contractor	4-38
		4.10.4	General Requirements	4-39
		4.10.5	Home Business Requirements	4-39
		4.10.6	Customary Home Occupation Requirements	4-39
		4.10.7	Home Based Contractor Requirements	4-40
		4.10.8	Application Procedure	4-40
		4.10.9	Previously Approved Home Occupations	4-41
	4.11		Sanitary Provisions	4-41

Article	Sec	SubSec	What it is (title or content)	Page
Article 4			General Regulations, continued	
		4.11.1	Sewage Disposal	4-41
		4.11.2	Solid Waste Handling and Disposal Sites or Facilities	4-41
	4.12		Temporary Structures	4-41
	4.13		Mobile Homes	4-41
		4.13.1	Purpose	4-41
		4.13.2	Mobile Homes Located Outside Mobile Home Parks	4-42
		4.13.3	Construction of a New Mobile Home Park or Modification of an Existing Mobile Home Park	4-42
	4.14		[Shoreland Regulations – repealed]	
	4.15		Swimming Pools	4-45
	4.16		Easements	4-45
		4.16.1	Required Easements	4-45
		4.16.2	Voluntary Easements	4-45
	4.17		[Lots and Planned Group Development – repealed]	
	4.18		Essential Service	4-45
	4.19		Day Care Provisions	4-45
		4.19.1	Purpose	4-45
		4.19.2	Day Care Types	4-45
		4.19.3	Performance Standards	4-46
		4.19.4	Approvals Required	4-46
	4.20		[Customary Rural Business – repealed]	
	4.21		Structures Necessary For Access For Person With Disabilities – repealed]	
	4.22		Wireless Telecommunications Facilities	4-46
		4.22.1	Applicability	4-46
		4.22.2	Exemptions	4-46
		4.22.3	Site Plan Review Application	4-47
		4.22.4	Standards	4-48
		4.22.5	Standard Conditions of Approval	4-50
		4.22.6	Discontinuance	4-50
	4.23		Excavation, Gravel Pit, and Quarry	4-51
		4.23.1	Purpose	4-51
		4.23.2	Effective Date	4-51
		4.23.3	Applicability	4-51
		4.23.4	Registration of Existing Excavations	4-51
		4.23.5	Jurisdictional Classifications	4-52
		4.23.6	Excavation Permits	4-52
		4.23.7	Excavation Regulations	4-54
		4.23.8	Reclamation	4-58
		4.23.9	District Regulations	4-59
		4.23.10	Inspections	4-59
		4.23.11	Expansions of Nonconforming Uses	4-60
		4.23.12	Waiver Provisions	4-60
		4.23.13	Change of Owner or Operator	4-60
		4.23.14	Annual Report	4-60
		4.23.15	Performance Guarantees	4-61
		4.23.16	Enforcement	4-61
	4.24		Performance Standards for Medical Marijuana Registered Dispensaries, Medical Marijuana Cultivation Facilities and Methadone Clinics	4-62
		4.24.1	Adequacy of Building for the Subject Use	4-62

Article	Sec	SubSec	What it is (title or content)	Page
Article 4			General Regulations, continued	
		4.24.2	Required Setbacks	4-62
		4.24.3	Maximum Number of Subject Use Within the Town of Hampden	4-62
		4.24.4	Hours of Operation	4-62
		4.24.5	Signs and Advertising	4-62
		4.24.6	Security Requirements for Subject Use	4-62
		4.24.7	Visibility Of Activities; Control Of Emissions; Disposal Plan for Subject Use	4-63
		4.24.8	Compliance With State and Local Law	4-63
	4.25		Accessory Apartments	4-63
		4.25.1	Purpose	4-63
		4.25.2	Accessory Apartment Standards	4-63
	4.26		Private Event Venue	4-64
		4.26.1	Purpose	4-64
		4.26.2	Exemptions	4-64
		4.26.3	Standards	4-64
		4.26.4	Additional Standards	4-65
	4.27		Habitability Standards	4-66
		4.27.1	Minimum Standards for Dwellings Established	4-66
		4.27.2	Minimum Standards for Structural Elements	4-66
		4.27.3	Standards for unoccupied Residential Structures	4-67
		4.27.4	Minimum Plumbing Standards	4-68
		4.27.5	Inspections	4-68
		4.27.6	Notices	4-68
		4.27.7	Reinspections	4-68
		4.27.8	Properties Unfit for Human Habitation; and Posted Against Occupancy	4-68
		4.27.9	Notice of Condemnation and Posting; Order to Vacate	4-69
		4.27.10	Property Not to be Occupied Again for Habitation	4-69
		4.27.11	Notices Not to be Removed; Property Not to be Used or Let; Exception	4-69
		4.27.12	Property to be Secured if Not Improved	4-69
		4.27.13	Personal Nonliability	4-69
		4.27.14	Habitation of Recreational Shelters	4-70
Article 5			Enforcement	
	5.1		Administrative Officer	5-1
	5.2		Duties	5-1
	5.3		Permits	5-1
		5.3.1	Building Permits	5-1
		5.3.2	Certificate of Occupancy and Certificate of Compliance	5-2
	5.4		Legal Action and Violations	5-3
		5.4.1	Civil Violation	5-3
Article 6			Appeals	
	6.1		Creation and Appointment of the Board of Appeals	6-1
		6.1.1	Establishment	6-1
	6.2		Jurisdiction	6-1
		6.2.1	Administrative Appeals	6-1
		6.2.2	Variances	6-2
	6.3		Appeal Procedure	6-3
		6.3.1	Deadline for Filing	6-3
		6.3.2	Public Hearing Required	6-3

Article	Sec	SubSec	What it is (title or content)	Page
		6.3.3	Abutter Notification – Use Appeals	6-4
		6.3.4	Abutter Notification – Space and Bulk Appeals	6-4
		6.3.5	Application Fee	6-4
		6.3.6	Owners per Tax Records	6-4
		6.3.7	Deadline for Decision	6-4
		6.3.8	Compel to Issue Contested Permit	6-4
		6.3.9	Variance Expiration	6-4
		6.3.10	Appeal to Superior Court	6-4
		6.3.11	Variances Within Shoreland Areas Submitted To DEP	6-4
Article 7			Definitions	
	7.1		Construction language	7-1
	7.2		Definitions	7-1

Appendix 2: Zoning Amendment History**Adopted First Zoning Ordinance December 1964****Repeal and Adoption by Town Referendum March 13, 1979**

Town Council Adopted Amendment on:	Amendment Became Effective on:	Sections Amended:
July 2, 1979	August 2, 1979	<i>(unknown if blank)</i>
August 6, 1979	September 6, 1979	
April 21, 1980	May 21, 1980	
January 5, 1981	February 5, 1981	
May 4, 1981	June 4, 1981	
September 8, 1981	October 8, 1981	
January 5, 1982	February 4, 1982	
May 3, 1982	June 3, 1982	
June 7, 1982	July 7, 1982	
September 7, 1982	October 7, 1982	
October 4, 1982	November 4, 1982	
February 22, 1983	March 22, 1983	
April 4, 1983	May 4, 1983	
June 20, 1983	July 20, 1983	
July 5, 1983	August 5, 1983	
September 19, 1983	October 19, 1983	

Amended by Town Referendum November 8, 1983

Town Council Adopted Amendment on:	Amendment Became Effective on:	Sections Amended:
February 6, 1984	March 6, 1984	<i>(unknown if blank)</i>
May 7, 1984	June 6, 1984	
October 11, 1984	November 11, 1984	
March 18, 1985	April 17, 1985	
October 7, 1985	November 6, 1985	
May 5, 1986	June 6, 1986	
March 2, 1987	April 1, 1987	
March 16, 1987	April 15, 1987	
April 6, 1987	May 6, 1987	
May 18, 1987	June 17, 1987	
August 3, 1987	September 3, 1987	
September 21, 1987	October 20, 1987	
October 5, 1987	November 3, 1987	
December 21, 1987	January 20, 1988	
March 7, 1988	April 6, 1988	
April 4, 1988	May 3, 1988	
August 1, 1988	August 30, 1988	
October 17, 1988	November 16, 1988	
January 3, 1989	February 1, 1989	
April 17, 1989	May 17, 1989	
May 15, 1989	June 13, 1989	

Town Council Adopted Amendment on:	Amendment Became Effective on:	Sections Amended:
December 4, 1989	January 3, 1990	
May 7, 1990	June 6, 1990	
June 4, 1990	July 4, 1990	
August 6, 1990	September 5, 1990	
September 17, 1990	October 16, 1990	
November 5, 1990	December 5, 1990	
December 3, 1990	January 3, 1991	
February 4, 1991	March 4, 1991	
April 15, 1991	May 15, 1991	
June 3, 1991	July 3, 1991	
November 18, 1991	December 18, 1991	
December 16, 1991	January 15, 1992	
January 21, 1992	February 20, 1992	
May 4, 1992	June 3, 1992	
June 15, 1992	July 15, 1992	
July 6, 1992	August 5, 1992	
August 17, 1992	September 16, 1992	
October 5, 1992	November 4, 1992	
May 17, 1993	June 16, 1993	
June 21, 1993	July 21, 1993	
October 4, 1993	November 3, 1993	
February 7, 1994	March 9, 1994	
August 8, 1994	September 7, 1994	
August 22, 1994	September 21, 1994	
October 3, 1994	November 2, 1994	
June 19, 1995	July 19, 1995	
November 6, 1995	December 5, 1995	
December 18, 1995	January 17, 1996	
January 16, 1996	February 15, 1996	
October 21, 1996	November 20, 1996	
December 2, 1996	January 1, 1997	
January 21, 1997	February 20, 1997	
November 3, 1997	December 3, 1997	
February 1, 1999	March 4, 1999	
March 8, 1999	April 8, 1999	
April 5, 1999	May 5, 1999	
June 19, 1995	July 19, 1995 (corrected date September 20, 1999)	
November 15, 1999	December 16, 1999	
May 15, 2000	June 14, 2000	4.14.8.2.4
June 19, 2000	July 19, 2000	3.13.5.4
December 4, 2000	January 3, 2001	7.2
February 20, 2001	March 22, 2001	3.1.1, 3.1.2, 3.1.4, 7.2
May 21, 2001	June 20, 2001	3.6.2, 3.6.3
October 01, 2001	October 31, 2001	3.1.2, 3.2.2, 3.5.2, 3.6.2, 3.9.2, 4.2.2, 4.22, 7.2
June 3, 2002	July 3, 2002	3.9.2, 7.2
October 21, 2002	November 20, 2002	4.5.2.1, 4.5.2.1.a, 7.2
November 18, 2002	December 18, 2002	4.5.4.2, 4.5.4.3, 7.2
January 21, 2003	February 20, 2003	4.5.4.4, 4.8 (entire section)
April 7, 2003	May 7, 2003	3.3.3
June 2, 2003	July 2, 2003	6.2.2, 6.2.2.2

Town Council Adopted Amendment on:	Amendment Became Effective on:	Sections Amended:
July 14, 2003	August 13, 2003	4.17, 7.2
November 3, 2003	December 3, 2003	2.3.6, 2.3.7, 2.4, 4.5.5.2, 4.5.5.3
November 17, 2003	December 17, 2003	1.5.2.2.a, 4.1.3, 4.2.2, 4.3.4, 4.9.3.3, 4.9.4, 5.3.1.7, 6.3.5
June 21, 2004	July 21, 2004	3.7.6
October 12, 2004	November 11, 2004	4.5, 4.7, and 4.13
December 6, 2004	January, 5, 2005	3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.12, 3.13, 3.14, 3.15, 7.2
February 7, 2005	March 9, 2005	4.1, 4.22, 7.2
March 21, 2005	April 20, 2005	3.4, 3.5, 3.6 3.7, 3.8, 3.9, 3.14, 4.1, 4.10
April 4, 2005	May 4, 2005	4.8.3.8, 4.8.10.1, 4.8.10.2, 4.8.10.3
December 5, 2005	January 4, 2006	3.8.2, 3.8.5, 3.8.6
January 19, 2006	February 18, 2006	3.6.4, 3.6.5.5
September 18, 2006	October 18, 2006	2.3.7, 4.5.5.1, 4.8.10.1, 5.3.1.3, 6.1.1, 6.1.2, 6.2.1, 6.2.1.1, 6.2.1.2, 6.2.1.3, 6.2.1.4, 6.2.2, 6.2.2.3, 6.2.2.4, 6.2.2.5, 6.3.1, 6.3.2, 6.3.4, 6.3.6, 6.3.7, 6.3.8, 6.3.9, 6.3.10
October 1, 2007	October 31, 2007	3.1.2
December 17, 2007	January 16, 2008	3.1.2, 3.1.3, 3.2.2, 3.2.3, 3.3.3, 3.4.3, 3.5.3, 3.6.3, 3.9.3, 3.12.2, 3.12.3, 4.1.9, 4.1.9.1, 4.1.9.2, 4.9, 4.9.1, 4.9.2, 4.9.3, 4.9.4, 4.9.5, 4.9.6, 4.9.7, 4.9.8, 4.9.9, 4.9.10, 4.23 (new), 7.2
August 11, 2008	September 10, 2008	3.8.4, 3.8.6.8
March 1, 2010	March 31, 2010	3.3.3, 3.3.5.2, 3.3.5.7, 5.3.1.8, 5.3.1.9, 7.2
March 1, 2010	March 31, 2010	3.11 and 4.14 Deleted
April 19, 2010	May 19, 2010	7.2
July 6, 2010	August 5, 2010	3.9.5.3
January 3, 2011	February 2, 2011	3.9.5.3, 4.19.2.3, 4.19.3.1, 4.19.3.2, 4.19.3.2, 4.19.3.3, 4.19.3.4, 4.19.3.5, 4.19.3.6, 4.19.3.7, 4.19.3.8, 4.19.4
February 7, 2011	March 9, 2011	3.1.3, 3.2.3, 3.3.3, 4.7.1.19, 4.7.1.20, 4.24, 7.2
March 7, 2011	April 6, 2011	3.1.3, 3.2.3, 3.3.3, 4.7.1.19, 4.7.1.20, 4.24, 7.2
August 15, 2011	September 14, 2011	7.2
November 14, 2011	December 14, 2011	3.3.3
January 17, 2012	February 16, 2012	3.6.2, 3.6.3
June 4, 2012	July 4, 2012	3.16
October 29, 2012	November 28, 2012	3.7.6.10, 3.8.6.9, 7.2
July 15, 2013	August 14, 2013	3.6.2
August 5, 2013	September 4, 2013	4.8.7.5.a, 4.8.7.5.d, 4.8.7.5.e, 4.8.7.7
August 5, 2013	September 4, 2013	3.8.4, 3.8.6.10
July 14, 2014	August 13, 2014	3.13.2, 3.13.3, 3.13.4*, 3.13.5.8
October 6, 2014	November 5, 2014	4.6.5
June 15, 2015	July 15, 2015	3.9.5.4, 3.2.5.3, 4.3, 3.13.4, 4.15
August 3, 2015	September 3, 2015	4.7
January 4, 2016	February 4, 2016	4.8
January 19, 2016	February 19, 2016	7.2
April 4, 2016	May 4, 2016	4.6
October 3, 2016	November 2, 2016	4.8.1.4, 5.3.1.1

Town Council Adopted Amendment on:	Amendment Became Effective on:	Sections Amended:
April 18, 2017	May 18, 2017	4.10, 3.4.2, 3.5.2, 3.6.2, 3.7.3, 3.8.3, 3.9.2, 3.13.2, 3.14.3, 4.1.9.1, 4.2.3.9, 4.8.1, 4.8.3.6, 4.8.3.7, 4.8.6, and 7.2
May 1, 2017	May 31, 2017	1, 4.7, 4.8, and 7.2
May 15, 2017	June 14, 2017	3.7.4, 3.7.6, 4.25, and 7.2
August 7, 2017	September 6, 2017	4.49.4.1, 5.3, and 7.2
November 20, 2017	December 20, 2017	7.2
June 18, 2018	July 18, 2018	This was a major reorganization and update of the entire Zoning Ordinance with amendments to many sections in Articles 2 through 7. Refer to the minutes of the Planning Board from December 2017 through May 2018, of the P&D Committee for June 6, 2018, and of the Town Council for June 18, 2018.
November 4, 2019	December 4, 2019	2.5, 3.1.3, 3.2.1.5, 3.4.1, 3.4.2.2, 4.1.5.2, 4.5.1, 4.5.5.4, 4.6, 4.7.1.1, 4.7.5.3.9, 4.25, 4.26 (added), 7.2
September 8, 2020	October 8, 2020	3.1.3, 3.4.2.2, 4.3, 4.7.5.7, 4.9, 4.24, 6.21, and 7.2
February 1, 2021	March 3, 2021	4.27 (added), 7.2
April 5, 2021	May 5, 2021	3.2.9 (added) Adult Day Services (D-3)